

Notice of Meeting and Agenda Scotland Excel Chief Executive Officers Management Group

Date	Time	Venue
Friday, 17 September 2021	14:00	Remotely by MS teams,

KENNETH GRAHAM
Clerk

Membership

Angela Scott (Aberdeen City Council): Annemarie O'Donnell (City of Glasgow Council): Greg Colgan (Dundee City Council): Eddie Fraser (East Ayrshire Council): Cleland Sneddon (South Lanarkshire Council):

Sandra Black (Renfrewshire Council) - Chair

Further Information

If you require further information in relation to this meeting please call 0141 618 7111.

Items of business

Apologies

Apologies from members.

Conflicts of Interest

Members are asked to declare any conflicts of interest in any item(s) on the agenda.

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|----------|--|--------------|
| 1 | Minute | 3 - 6 |
| | Minute of meeting of this group held on 18 August 2021. | |
| 2 | Consultation on the National Care Service | 7 - 8 |
| | Report by Chief Executive of Scotland Excel. (Appendix issued to members under separate cover) | |



Minute of Meeting Scotland Excel Chief Executive Officers Management Group

Date	Time	Venue
Wednesday, 18 August 2021	10:00	Remotely by MS Teams,

Present

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

Chair

Sandra Black, Chair, presided.

In Attendance

J Welsh, Chief Executive; H Carr, Head of Strategic Procurement; S Brannagan, Head of Customer and Business Services; L Robertson, Project and Account Manager; and M Robertson, Marketing and Communications Manager (all Scotland Excel); and K Graham, Head of Corporate Governance and K O'Neill, Assistant Democratic Services Officer (both Renfrewshire 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 29 June 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 Group held on 29 June 2021.

The report provided information in relation to developments which included STAMP (Scotland's Technical Asset Management Platform) which would be used to develop a pipeline of potential collaborative contract opportunities and the Robotics Process Automation/Intelligent Automation (RPA/IA) project work which had been ongoing to establish a Dynamic Purchasing System (DPS) for Digital Telephone products.

Information was also provided on how Scotland Excel had been liaising with colleagues in COSLA and the Scottish Government to consider the impact of The Promise and related policy on national contracts. The Scottish Government's consultation on the creation of the national care service was published on 9 August 2021. Scotland Excel would carry out a detailed review of this consultation and would produce a response after engaging with councils. It was identified that support and guidance would be required from councils prior to the response being submitted.

Information was also provided on the ongoing issues encountered with the supply of construction materials which included availability and price increase. Scotland Excel would work with the Scottish Government and Scottish Enterprise to address the situation.

DECIDED:

- (a) That the presentation be noted;
- (b) That Scotland Excel provide a briefing note to councils relative to the Scottish Government's consultation on the creation of the national care service;
- (c) That Scotland Excel develop a communications plan related to supply chain disruption and pricing fluctuations across the portfolio;
- (d) That a special meeting of this group be arranged to further discuss the response to the creation of the national care service consultation; and
- (e) That approval of the consultation response by the Executive Sub-committee be considered.

3 **Presentation: Proxima**

The presentation on the review of the National Procurement Strategy, Scotland commissioned by Scottish Government provided information on the Operating and Organisational Model; Digital Enablement; Supply Management Skills and Supplier Development; Policy and Regulations and Change and Communications.

Members were advised that a high level of governance and transparency had been maintained from the first wave of the reform and there was evidence of cross function collaboration. Strong leadership from the Scottish Government was evident across policy, capability and eCommerce; cross function collaboration was also evident and it was thought that the response to the COVID-19 Pandemic should be a catalyst for cohesive collaboration in action. It was also highlighted that procurement was more than only delivering savings.

DECIDED:

- (a) That the presentation be noted;
- (b) That Scotland Excel develop a marketing plan to show successes since the inception of Scotland Excel; and
- (c) That Scotland Excel share the Proxima report with SOLACE.

4 **Presentation: Scottish Enterprise**

The presentation provided information on the support provided by Scotland Excel in supporting Scottish Enterprise in Scotland's Manufacturing Recovery Plan.

Information was provided on the development of stakeholder relationship with Scottish Enterprise and included: benchmarking previous activities in supporting the manufacturing industry; the short-life working group established to review contract portfolios; holding workshops and exploring cross-over with community wealth building projects. The presentation also highlighted a number opportunities, both at a local level and at a national level, identified from Scotland's Manufacturing Recovery Plan which would be progressed further.

DECIDED: That the presentation be noted.

5 **Presentation: Intern Programme**

The presentation provided information on resourcing and capability across procurement services and all councils had been consulted to identify resources available. Information on the different initiatives, including Kirk Start, that had been introduced to address the resourcing difficulties were highlighted. Information was also provided on how Scotland Excel had a number of options available which could help support councils in addressing resources issues.

DECIDED:

- (a) That the presentation be noted; and
- (b) That Scotland Excel develop a national proposal for interns and share this with SOLACE.

6 **Date of Next Meeting**

DECIDED:

(a) That it be noted that the next scheduled meeting of the group would be held at 10.00 am on 10 November 2021; and

(b) That a special meeting of the group be arranged to discuss the Scottish Government's consultation on the national care service published on 9 August 2021.



Scotland Excel

To: Chief Executive Officers Management Group

On: 17 September 2021

Consultation on the National Care Service

1. Introduction

The purpose of this paper is to provide CEOMG members with initial proposals for Scotland Excel's response to the consultation on the National Care Service (NCS). These initial proposals have been shared to provide structure to the discussion on the direction and content of Scotland Excel's consultation response.

2. Proposed Approach

The consultation document covers a wide scope of services across health and social care. CEOMG members are asked to consider and support the following proposals in respect of the overall approach:

- Scotland Excel should answer questions related directly to commissioning of services as well as those which have broader structural implications which will have an impact on commissioning;
- Scotland Excel should not respond to questions clearly out with the organisation's role and area of expertise;
- Scotland Excel should clearly articulate our current role, skills and experience and seek to ensure services currently provided by the organisation continue;
- In relation to other commissioning activity, Scotland Excel should propose to extend our current role and remit to help support improvement in commissioning practices including supporting market oversight activity, provision of market research and analysis and provision of a structure of standards and processes. This includes responding negatively to questions stating the NCS will take on commissioning related responsibilities and instead responding that Scotland Excel should lead in these areas; and
- Scotland Excel should respond negatively to questions stating the NCS will take on broader activities, in the absence of clear evidence to support such proposals, where such activities may have an impact on social care commissioning.

3. Response Detail

Appendix 1 (Draft response for review) reflects the full consultation question set which is split into three main categories:

- Propose not to respond – relevant questions left blank
- Propose to respond – initial draft response set out (red)
- Propose to respond – discussion required to inform response (purple)

CEOMG members are asked to consider each of these categories and provide support and guidance to help shape the organisation's response.

4. Issues

The most significant area of concern for Scotland Excel relates to the section 'Commissioning of Services' and proposals for national commissioning responsibility to sit within the NCS. It is therefore proposed that the final response focuses on this area and that the organisation seeks to demonstrate our skill and experience in this area in the introductory text accompanying the main response.

5. Next Steps

The proposed timeline for next steps is as follows:

Date	Action
17 September	Feedback provided by CEOMG
20 September (w/c)	Scotland Excel produces amended draft response following feedback
27 September (w/c)	Amended draft is shared with CEOMG members for comments
5 October	Deadline for CEOMG member comments
11 October (w/c)	Final proposed submission issued to Scotland Excel Executive Sub-Committee members and CEOMG members
22 October	Approval sought from Executive Sub-Committee
27 October (w/c)	Submission sent to Scottish Government.