

## **Notice of Meeting and Agenda Scotland Excel Executive Sub-Committee**

<b>Date</b>	<b>Time</b>	<b>Venue</b>
Friday, 16 September 2016	10:45	Scotland Excel Meeting Room 1, Renfrewshire House, Cotton Street, Paisley

KENNETH GRAHAM  
Head of Corporate Governance

### **Membership**

Councillor Cryle Shand (Aberdeenshire Council); Councillor P Valentine (Angus Council); Councillor Iain Whyte (City of Edinburgh Council); Councillor Norman Macdonald (Comhairle Nan Eilean Siar); Councillor Gill Dykes (Dumfries and Galloway Council); Councillor Altany Craik (Fife Council); Councillor Martin McElroy (Glasgow City Council); Councillor Bill Fernie (Highland Council); Councillor Grace McLean (North Ayrshire Council); Councillor Michael Holmes (Renfrewshire Council); Councillor Amanda Westlake (Shetland Islands Council) and Provost Eileen Logan (South Lanarkshire Council).

Councillor Michael Holmes – Convener.

### **Further Information**

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at [www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx](http://www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx)

For further information, please either email [democratic-services@renfrewshire.gov.uk](mailto:democratic-services@renfrewshire.gov.uk) or telephone 0141 618 7112.

## **Members of the Press and Public**

Members of the press and public wishing to attend the meeting should report to the customer service centre where they will be met and directed to the meeting.

## Items of business

### Apologies

Apologies from members.

### Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

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|----------|--|-----------------|
| <b>1</b> | <b>Revenue Budget Monitoring</b>   | <b>5 - 8</b>    |
|          | Report by Treasurer and Director of Scotland Excel.  |                 |
| <b>2</b> | <b>Audited Annual Accounts 2015/16</b>   | <b>9 - 70</b>   |
|          | Report by Treasurer and Director of Scotland Excel.  |                 |
| <b>3</b> | <b>Request for Associate Membership of Scotland Excel by Highland and Islands Airports Limited</b> | <b>71 - 72</b>  |
|          | Report by Director of Scotland Excel.  |                 |
| <b>4</b> | <b>Request for Associate Membership of Scotland Excel by Transition Extreme Sports Aberdeen</b>    | <b>73 - 74</b>  |
|          | Report by Director of Scotland Excel.  |                 |
| <b>5</b> | <b>Chief Executive Officers Management Group</b>   | <b>75 - 76</b>  |
|          | Report by Director of Scotland Excel.  |                 |
| <b>6</b> | <b>Workstream: Rebate Management</b>   | <b>77 - 86</b>  |
|          | Report by Director of Scotland Excel.  |                 |
| <b>7</b> | <b>Contract for Approval - Supply and Delivery of Catering Sundries</b>                            | <b>87 - 98</b>  |
|          | Report by Director of Scotland Excel.  |                 |
| <b>8</b> | <b>Contract for Approval - Domestic Furniture and Furnishings</b>                                  | <b>99 - 112</b> |
|          | Report by Director of Scotland Excel.  |                 |

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|-----------|---|------------------|
| <b>9</b>  | <b>Demolition Services Contract</b>   | <b>113 - 114</b> |
|           | Report by Clerk.  |                  |
| <b>10</b> | <b>Quarterly Progress Report</b>  | <b>115 - 128</b> |
|           | Report by Director of Scotland Excel.   |                  |
| <b>11</b> | <b>Employee Absence Management Report</b>   | <b>129 - 132</b> |
|           | Report by Director of Scotland Excel.   |                  |
| <b>12</b> | <b>Meetings of Scotland Excel Executive Sub-committee in 2017</b>   | <b>133 - 134</b> |
|           | Report by Clerk.  |                  |
| <b>13</b> | <b>Date of Next Meeting</b>   |                  |
|           | Note that the next meeting of the Executive Sub-committee will be held at 10.45 am on 14 October 2016 in Scotland Excel Meeting Room 1, Renfrewshire House, Cotton Street, Paisley. |                  |