

Notice of Meeting and Agenda Scotland Excel Executive Sub-Committee

Date	Time	Venue
Friday, 27 November 2015	09:45	City Chambers, Glasgow City Council, 80 George Square, Glasgow, G2 1DU

KENNETH GRAHAM
Head of Corporate Governance

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.gov.uk/agendas.

For further information, please either email 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 reception 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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| 1 | Minute | 3 - 6 |
| | Minute of meeting of the Executive Sub-committee held on 2 October, 2015. | |
| 2 | Meetings of Scotland Excel Executive Sub-committee 2016 | 7 - 8 |
| | Report by Clerk. | |
| 3 | Request for Associate Membership of Scotland Excel - Cordia (Services) LLP | 9 - 10 |
| | Report by Director of Scotland Excel. | |
| 4 | Request for Associate Membership of Scotland Excel - City Building (Glasgow) LLP | 11 - 12 |
| | Report by Director of Scotland Excel. | |
| 5 | Request for Associate Membership of Scotland Excel - Wheatley Group | 13 - 14 |
| | Report by Director of Scotland Excel. | |
| 6 | Date of Next Meeting | |
| | Note that the next meeting of the Executive Sub-committee will be held on 12 February, 2016 at 10.45 am in Meeting Room 1, Scotland Excel, Renfrewshire House. | |



Minute of Meeting Scotland Excel Executive Sub Committee

Date	Time	Venue
Friday 2 October, 2015	10.45am	Scotland Excel Meeting Room 1, Renfrewshire House, Cotton Street, Paisley

PRESENT

Councillors M McElroy (Glasgow City Council); B Fernie (Highland Council); M Holmes (Renfrewshire Council); Provost E Logan (South Lanarkshire Council) and Councillor A Westlake (Shetland Islands Council).

CHAIR

Councillor Holmes, Convener, presided.

BY VIDEO LINK

Councillors P Valentine (Angus Council) and I Whyte (City of Edinburgh Council).

APOLOGIES

Councillors W Howatson (Aberdeenshire Council); N Macdonald (Comhairle nan Eilean Siar); G Dykes (Dumfries & Galloway Council); A Craik (Fife Council); and G McLean (North Ayrshire Council).

IN ATTENDANCE

J Welsh, Director, H Carr, Head of Strategic Procurement, S Brannagan, Head of Customer & Business Services; D Pettigrew, Procurement Coordinator; L Jones, PA to Director; S Irvine, Graduate Trainee; and Z Brown, Graduate Trainee (all Scotland Excel); and D Forbes, Finance Manager, E Currie, Senior Committee Services Officer and K Druce, Assistant Committee Services Officer (all Renfrewshire Council).

DECLARATIONS OF INTEREST

There were no declarations of interest intimated prior to the commencement of the meeting.

1. MINUTE OF THE MEETING OF THE EXECUTIVE SUB-COMMITTEE

There was submitted the Minute of the meeting of the Executive Sub-Committee held on 28 August, 2015.

DECIDED: That the Minute be approved.

2. REVENUE BUDGET MONITORING

There was submitted a revenue budget monitoring report by the Treasurer and Director for the period 1 April to 21 August, 2015.

DECIDED: That the report be noted.

3 CONTRACT - DEMOLITION SERVICES

There was submitted a report by the Director of Scotland Excel relative to the national collaborative framework for the provision of demolition services for the period 1 October 2015 to 30 September 2017 with an option to extend for up to 24 months to 30 September 2019.

The report indicated that the framework was split into 3 lots and that the estimated combined spend for all was approximately £16m per annum across the Councils who had confirmed intentions to participate in this. This equated to approximately £64m over the term of the framework including the extension period. To date 30 councils had confirmed participation in the framework. Dundee City and Midlothian councils had their own contractual arrangements in place. All member councils, however, were listed in the EU contract notice as potential participants and could access the framework in future if required.

DECIDED:

(a) That, based on the evaluation undertaken on the criteria set out in the report, the multi-supplier framework agreement be awarded to 22 suppliers across the three lots as detailed in Appendix 3 to the report; and

(b) That it be noted that the range of recommended suppliers awarded to each council varied from two to ten suppliers per lot. This would provide best value to councils by ensuring that there was sufficient competitive capacity and full geographical and service coverage to meet operational requirements.

4. CONTRACT – SUPPLY AND DELIVERY OF PLUMBING AND HEATING MATERIALS

There was submitted a report by the Director of Scotland Excel relative to the national collaborative framework for the provision of plumbing material to replace the current framework which expired on 30 November 2015. The new framework would operate for the period 1 December 2015 to 30 November 2018 with an option to extend for up to 12 months to 30 November 2019.

The report indicated that the framework was split into 9 lots and that the estimated combined spend for all was approximately £19.4m per annum across the Councils who had confirmed intentions to participate in this. This equated to approximately £77.6m over the term of the framework including the extension period. To date 28 councils had confirmed participation in this framework. Dundee City and Midlothian councils had their own contractual arrangements in place. All member councils, however, were listed in the EU contract notice as potential participants and could access the framework in future if required.

DECIDED:

- (a) That, based on the evaluation undertaken on the criteria set out in the report, the multi-supplier framework agreement be awarded to 10 suppliers across the nine lots as detailed in Appendix 3 to the report; and
- (b) That it be noted that the range of recommended suppliers awarded to each council varied from five to eight suppliers per lot. This would provide best value to councils by ensuring that there was sufficient competitive capacity and full geographical and service coverage to meet operational requirements.

4. DATE OF NEXT MEETING

DECIDED: That it be noted that the next meeting of the Executive Sub-Committee, if required, would be held on Friday 27 November, 2015 at 10.00 am prior to the meeting of the Joint Committee.

Scotland Excel

To: Scotland Excel Executive Sub-committee

On: 27 November 2015

**Report
by
the Clerk**

Meetings of Scotland Excel Executive Sub-committee in 2016

1. Summary

- 1.1 The purpose of this report is to seek approval for the proposed dates for meetings of the Scotland Excel Executive Sub-committee in 2016.

2. Recommendation

- 2.1 That meetings of Scotland Excel Executive Sub-committee be held on:-

Date	Time	Venue
12 February, 2016	10.45 am	Scotland Excel Meeting Room 1, Renfrewshire House
4 March, 2016	10.45 am	Scotland Excel Meeting Room 1, Renfrewshire House
22 April, 2016	10.45 am	Scotland Excel Meeting Room 1, Renfrewshire House
13 May, 2016	10.45 am	Scotland Excel Meeting Room 1, Renfrewshire House
17 June, 2016	9.45 am	City Chambers, Glasgow City Council (prior to meeting of Scotland Excel Joint Committee)
16 September, 2016	10.45 am	Scotland Excel Meeting Room 1, Renfrewshire House
14 October, 2016	10.45 am	Scotland Excel Meeting Room 1, Renfrewshire House
18 November, 2016	10.45 am	Scotland Excel Meeting Room 1, Renfrewshire House
9 December, 2016	9.45 am	City Chambers, Glasgow City Council (prior to meeting of Scotland Excel Joint Committee); and

3. Background

3.1 In terms of Scotland Excel's Procedural Standing Orders:-

42(a). The Executive Sub-committee shall meet not less than four times in every calendar year. The time, dates and venues for all subsequent meetings will be approved by the Executive Sub-committee.

3.2 One of the main functions of the Executive Sub-committee is to consider reports on the award of contracts being let on behalf of Scotland Excel, therefore, the dates for the Executive Sub Committee meetings require to be fixed by referral to the planned award dates for these contracts. It is expected that all contract awards planned for 2016 can be accommodated within the timetable of meetings detailed in this report.

Scotland Excel

To: Scotland Excel Executive Sub Committee

On: 27 November 2015

**Report
by
Director Scotland Excel**

Request for Associate Membership of Scotland Excel by Cordia (Services) LLP

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 organizations, 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

Cordia (services) LLP is an arm's length organisation of Glasgow City Council established in 2008 to provide home care and facilities management services across Scotland. The organisation now employs over 7000 staff and is the largest home care provider in Scotland. Cordia also provides catering services in Glasgow City Chambers, Kelvingrove Art Gallery, The People's Palace and to more than 63,000 school children every day.

To ensure the efficient and cost effective delivery of these services Cordia have approached Scotland Excel and requested approval to become an associate member with access to our contracts under Glasgow City Council's annual requisition fee.

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. The Membership Agreement protects Scotland Excel and Renfrewshire Council in the event of default by the Associate Member in any contract.

Scotland Excel monitors all requests from arms length organisations to become associate members to ensure that any legal requirements are met as not all such organisations are fully funded from their local authority, in this case Cordia qualify for membership as they in accordance with the Local Authorities (Goods and Services) Act 1970, section 1B, namely that the organisation is not a public body, but it has functions of a public nature or engages in activities of that nature.

4 Recommendation

It is recommended to committee that Cordia's application to join Scotland Excel as an associate member be approved, at no fee, subject to completion and signing of the agreement document.

Scotland Excel

To: Scotland Excel Executive Sub Committee

On: 27 November 2015

**Report
by
Director Scotland Excel**

Request for Associate Membership of Scotland Excel by City Building (Glasgow) LLP

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 organizations, 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

City Building is an arm's length organisation of Glasgow City Council established in 2006 to provide repairs, maintenance, construction and manufacturing services.

The company has recently been recognised as one of the top 90 businesses in Scotland for employment and diversity and has a turnover of circa £200 million. The organisation's manufacturing division, Royal Strathclyde Blindcraft Industries, is one of the most successful social enterprises in the UK employing 260 people, 50% of whom have a disability.

To ensure the efficient and cost effective delivery of these services City Building have approached Scotland Excel and requested approval to become an associate member with access to our contracts under Glasgow City Council's annual requisition fee.

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. The Membership Agreement protects Scotland Excel and Renfrewshire Council in the event of default by the Associate Member in any contract.

Scotland Excel monitors all requests from arms length organisations to become associate members to ensure that any legal requirements are met as not all such organisations are fully funded from their local authority, in this case City Building qualify for membership as they in accordance with the Local Authorities (Goods and Services) Act 1970, section 1B, namely that the organisation is not a public body, but it has functions of a public nature or engages in activities of that nature.

4 Recommendation

It is recommended to committee that City Building's application to join Scotland Excel as an associate member is approved, at no fee, subject to completion and signing of the agreement document.

Scotland Excel

To: Scotland Excel Executive Sub Committee

On: 27 November 2015

**Report
by
Director Scotland Excel**

Request for Associate Membership of Scotland Excel by Wheatley Group

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 organizations, 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

Wheatley is Scotland's leading housing, care and property-management group. It comprises five Registered Social Landlords, a care organization and two commercial subsidiaries.

The group spans 15 local authority areas across central Scotland, providing homes and award winning services to over 200,000 people.

All parts of the group are firmly rooted in their local communities. However, by joining forces with partner organisations the combined size and scale is being used to contribute to improving housing, care and regeneration at a national level.

Wheatley Group has applied for the following group members to be accepted as Associate Members of Scotland Excel:

- Wheatley Housing Group Ltd
- Lorretto Care
- Lorretto Housing Association
- West Lothian Housing Association
- Cube Housing Association.

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. The Membership Agreement protects Scotland Excel and Renfrewshire Council in the event of default by the Associate Member in any contract.

Scotland Excel monitors all requests from arms length organisations to become associate members to ensure that any legal requirements are met as not all such organisations are fully funded from their local authority, in this case the Wheatley Group organisations named as; Wheatley Housing Group, Lorretto Care, Lorretto Housing Association, West Lothian Housing Association and Cube Housing Associations qualify for membership as they in accordance with the Local Authorities (Goods and Services) Act 1970, section 1B, namely that the organisation is not a public body, but it has functions of a public nature or engages in activities of that nature.

4 Recommendation

It is recommended to committee that Wheatley Group's named organisations application to join Scotland Excel as an associate member is approved, at an annual fee of £30,000, subject to completion and signing of the agreement document.