

Scotland Excel

To: Joint Committee

On: 9 December 2022

**Report by:
The Chief Executive of Scotland Excel**

Review of Job Titles for the Heads of Service of Scotland Excel

1. Summary

- 1.1 The purpose of this report is to seek the Joint Committee's approval to the post titles of Head of Strategic Procurement and Head of Customer & Business Services being changed to Director of Strategic Procurement and Director of Customer & Business Services respectively.

2. Recommendations

- 2.1 It is recommended that the Joint Committee:

- 2.1.1 agrees to the Head of Service posts being retitled as Directors for the reasons set out in this report: and
- 2.1.2 notes that the Clerk has authority under the Scheme of Delegations to amend Scotland Excel's governance documents to reflect any agreed changes in job titles.

3. Background

- 3.1 The posts of Heads of Service of Scotland Excel were created when the organisation was established in 2008. At that time, the job titles reflected the titles of the posts in the predecessor organisation, the Authorities Buying Consortium on which Scotland Excel's governance was initially based.
- 3.2 The Heads of Service posts are referenced in Scotland Excel's governance documents. For example, under the Scheme of Delegations, the Heads of Service are authorised to exercise the operational responsibilities delegated to the Chief Executive where the Chief Executive is not available.

- 3.3 Whilst the operational responsibilities of the posts have not changed, and remain a priority for the Heads of Service, there have been significant changes to the landscape in which Scotland Excel operates since its inception in 2008, and this has demanded that the Heads of Service operate at a much more strategic level, engaging national and local stakeholders in the development of Scotland Excel, the promotion of excellence in strategic procurement in local government and a much more proactive relationship with industry and suppliers.
- 3.4 Scotland Excel was originally set up to provide collaborative contracts and framework agreements, but the portfolio of services has developed to include the Scotland Excel Academy, as well as consultancy services. It is also the case that the value of the contract portfolio has grown from £100 million in 2008 to £2 billion today. This reflects the increased involvement in service areas such as care and construction. Scotland Excel originally concentrated its efforts on goods contracts for the efficiencies available. The move to services contracts – particularly in care and construction – has increased the complexity of the roles and the need for much more senior stakeholder engagement.
- 3.5 The original focus of the Heads of Service roles was primarily to get the organisation set up and running effectively. The roles are now key in supporting and leading emerging policy agendas for both local and national government. The proposed revision to the job titles more accurately reflects the strategic nature of the roles and the level of stakeholder engagement and influencing required.
- 3.6 In these circumstances, it would be considered important to support the profile of the posts in that environment as it continues to change, that the Heads of Service for Scotland Excel are also given the title of Director.
- 3.7 The change in title of the posts will not involve a regrading of the posts.