



Minute of Meeting Scotland Excel Executive Sub Committee

Date	Time	Venue
Friday, 5 December 2014	10:15	City Chambers, Glasgow

PRESENT

Councillors P Valentine (Angus Council); I Whyte (City of Edinburgh Council); M McElroy (Glasgow City Council); M Holmes (Renfrewshire Council) and Provost E Logan (South Lanarkshire Council).

Councillor M Holmes, Convener, presided.

APOLOGIES

Councillors F Hood (Aberdeenshire Council); N MacDonald (Comhairle nan Eilean Siar); G Dykes (Dumfries and Galloway Council); M Smith (Highland Council); G McLean (North Ayrshire Council) and A Westlake (Shetland Islands Council).

IN ATTENDANCE

J Welsh, Director; H Carr, Head of Strategic Procurement; I McCulloch, Head of Professional Services; J McLaggan, Business Services Manager; and J Yeomans, Regional Procurement Analyst (all Scotland Excel); Councillor J Houston (Angus Council); and M Conaghan, Legal and Democratic Services Manager; D Forbes, Finance Manager; E Coventry, Democratic Services Officer; K Druce, Assistant Committee Services Officer and E Gray, Intern (all Renfrewshire Council).

DECLARATIONS OF INTEREST

The Clerk intimated that this was a standard item on the Agenda and asked members to indicate if there were any declarations of interest.

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 3rd October, 2014.

DECIDED: That the Minute be approved.

2. CONTRACT FOR APPROVAL – TELECARE AND TELEHEALTH TECHNOLOGIES

There was submitted a report by the Director of Scotland Excel relative to the national collaborative framework for the supply of telecare and telehealth technologies, including dispersed alarm units and the peripherals and accessories to support them, environmental devices, GPS devices and lifestyle monitoring equipment. This framework for the period 1st January, 2015 until 31st December, 2016 with an option to extend for up to a total of 24 months until 31st December, 2018, was a renewal framework to replace the existing telecare equipment framework which would end on 31st December 2014.

The report indicated that the framework was split into 7 lots and that the combined spend for all was approximately £3.4m per annum across the Councils who had confirmed intentions to participate in this. This equated to approximately £13.7m over the term of the framework including the extension period.

All 32 Councils had confirmed their participation in this framework together with the NHS Highland, Bield Housing Association and Hanover Scotland Housing Association.

DECIDED: That the business be awarded as follows:

Lot 1 - Dispersed Alarm Units	Lot 2 - Person Worn Peripherals
Chubb Fire and Security Ltd	Chubb Fire and Security Ltd
Safe Shores Monitoring Ltd and trading as	Tunstall Healthcare (UK) Ltd
Tunstall Healthcare (UK) Ltd	Tynetec Division of Legrand Electric Ltd
Tynetec Division of Legrand Electric Ltd	Safe Shores Monitoring Ltd and trading as
Lot 3 - Peripherals and Accessories	Lot 4 - Health and Care Peripherals
Tunstall Healthcare (UK) Ltd	Tunstall Healthcare (UK) Ltd
Chubb Fire and Security Ltd	Safe Shores Monitoring Ltd and trading as
Tynetec Division of Legrand Electric Ltd	Tynetec Division of Legrand Electric Ltd
Safe Shores Monitoring Ltd and trading as	Chubb Fire and Security Ltd
Lot 5 - Environmental Devices	Lot 6 - GPS
Chubb Fire and Security Ltd	Tunstall Healthcare (UK) Ltd
Tunstall Healthcare (UK) Ltd	Tynetec Division of Legrand Electric Ltd
Tynetec Division of Legrand Electric Ltd	Safe Shores Monitoring Ltd and trading as
Safe Shores Monitoring Ltd and trading as	Chubb Fire and Security Ltd
Lot 7 - Lifestyle Monitoring Equipment	
Chubb Fire and Security Ltd	
Tynetec Division of Legrand Electric Ltd	

Tunstall Healthcare (UK) Ltd
BES Rehab Ltd
Safe Shores Monitoring Ltd and trading as
Just Checking Ltd
StormID

8. DATE OF NEXT MEETING

The next meeting would be held on 30th January, 2015.

Minute of Meeting Scotland Excel Executive Sub Committee

Date	Time	Venue
Friday, 30 January 2015	10:45	Renfrewshire House

PRESENT

Councillors P Valentine (Angus Council); I Whyte (City of Edinburgh Council); N Macdonald (Comhairle nan Eilean Siar); M McElroy (Glasgow City Council); G McLean (North Ayrshire Council); and Provost E Logan (South Lanarkshire Council).

Councillor Valentine, Vice Convener, presided.

APOLOGIES

Councillors G Dykes (Dumfries and Galloway Council); L Erskine (Fife Council); M Smith (Highland Council); M Holmes (Renfrewshire Council); and A Westlake (Shetland Council)..

IN ATTENDANCE

J Welsh, Director of Scotland Excel, H Carr, Head of Strategic Procurement; I McCulloch, Head of Professional Services; J McLaggan, Business Services Manager; R Bridgen, Senior Procurement Specialist; G Montgomery, Senior Procurement Specialist; L Richard, Acting Category Manager; and K Copland, Business Services Assistant (all Scotland Excel); and D Forbes, Finance Manager; E Coventry, Democratic Services Officer; and K Druce, Assistant Committee Services Officer (all Renfrewshire Council).

DECLARATIONS OF INTEREST

Councillor McElroy (Glasgow City Council) declared an interest in Item 10(b) of the Agenda as he was an employee of the Scottish Parliament and indicated his intention not to take part in any discussion or voting thereon.

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 5 December, 2014.

DECIDED: That the Minute be approved.

2. REVENUE BUDGET MONITORING REPORT

There was submitted a Revenue Budget Monitoring report by the Treasurer and Director of Scotland Excel for the period 1 April, 2014 to 2 January, 2015.

DECIDED: That the report be noted.

3. TRANSFORMING SCOTLAND EXCEL - BUSINESS, BUDGET AND WORKFORCE PLAN UPDATE REPORT

There was submitted a report by the Director which provided an update on progress made on the Transforming Scotland Excel - Business, Budget and Workforce Plan.

The report advised that the Director continued with the Stakeholder Engagement Programme to engage with all stakeholder groups to understand their requirements. The category management model of procurement continued to be embedded into the organisation with the first stages of changes in organisational structure being implemented.

A number of core projects were identified that would support Scotland Excel in achieving its goals. Each project had been assigned an internal project manager and a project brief had been agreed. The overall programme would be managed by internal Scotland Excel resources and supported and delivered by the appointment of two temporary Business Change Project Managers. The core projects launched were:- Stakeholder Engagement; Funding the future of Scotland Excel; Business and Market Intelligence; Governance, Policy and Processes; Leading Change and Organisational Development.

The report indicated that workforce planning was an ongoing aspect of business development and as such, revision of the organisational plan was required to achieve the flexibility required to reshape and manage the current and future workforce over the next year.

A number of workforce planning actions were already underway including: vacancy management; the realignment of various posts into different business areas in line with customer needs; a review of temporary employees; and an assessment of interest in Voluntary Redundancy/Voluntary Early Retirement (VR/VER). To enable Scotland Excel to take the organisation and its stakeholders to the next level of excellence through the Transformational Change Project and to enable Scotland Excel VR/VER where appropriate, it was proposed that funding of up to £200k be utilised from the forecast underspend in the current financial year 2014/15 and that any successful VR/VER applications be agreed through a phased approach over 2015.

The report intimated that over the next few months the new business plan and structure would be developed for presentation and approval for the Joint Committee on 12 June, 2015 and up until then regular update progress reports would be presented at each Committee.

DECIDED: That the report be noted.

4. PROGRESS REPORT

There was submitted a report by the Director of Scotland Excel which provided an update on the development and activities of Scotland Excel since the last meeting in terms of the five strategic aims of Scotland Excel.

DECIDED: That the report be noted.

5. ASSESSING PROCUREMENT CAPABILITY – 2014 PCA RESULTS

There was submitted a report by the Director of Scotland Excel which detailed findings of the 2014 Procurement Capability Assessment (PCA) Programme. After completion of the 2014 assessments, the sector had 4 organisations at Superior level, 25 at Improved and 3 at Conformance level of performance. The PCA was constructed of 8 sections each focussing on different aspects of procurement performance. In 2014 the section on contract and supplier management made the largest improvement (7%). This area was a particular weakness for public sector and the increase demonstrated the improvement made in this area.

An Annual Event would be held in late March 2015 to:- analyse the results of the PCA's undertaken; discuss the assessment regime that would replace the current PCA's; and address future requirements for Scotland Excel in supporting the Councils.

DECIDED: That the report be noted.

6. CONTRACTS FOR APPROVAL

(a) Janitorial Supplies

There was submitted a report by the Director of Scotland Excel relative to the framework for the supply and delivery of janitorial products for the period from 1 March 2015 until 28 February 2018 with an option to extend for up to 12 months to 28 February, 2019. The new framework was renamed Janitorial Products to establish a clear difference for customers from the Washroom Solutions framework. The framework covered a wide range of janitorial products; the significant spend items were black bin bags, paper towels and washing detergents.

The report indicated that the framework was split into three distinct product group areas within one Lot: Janitorial products; Paper products and Chemical products. Additionally each group had two sections: Highest value spend range to include products that had demonstrated expenditure in excess of £20k per annum and Mid value spend range to include products that had demonstrated spend in excess of £5k per annum. This equated to approximately £8 million per annum.

To date 29 councils and Tayside Contracts had confirmed their participation in this framework. Glasgow, Stirling and The Highlands Councils would not be participating.

DECIDED: That the business be awarded as follows.

Supply and Delivery of Janitorial Products
Unico Limited
Instock Disposables Limited
Alliance

(b) Security Services & Equipment

There was submitted a report by the Director of Scotland Excel relative to the framework for the supply and delivery of Security Services and Equipment (including installation, maintenance and repair) for the period from 1 April, 2015 to 31 March, 2018, with an option to extend for up to one year until 31 March, 2019.

The existing framework covered the supply of manned guards and the stewarding of council organised public events. The scope of the replacement framework had been extensively widened to incorporate a broader range of security services such as CCTV and alarm systems design, installation and maintenance. This framework provided councils and other participating bodies with a mechanism to procure a wide range of security services and solutions ranging from traditional manned guards to more sophisticated technology based solutions such as intruder and fire alarms, sprinkler systems and CCTV.

As part of the strategy development for this framework a full security services expenditure review was conducted and six Lots were agreed by the User Intelligence Group (UIG) incorporating the updated range of technological requirements such as CCTV and alarms etc. Based on the expenditure split, an overall framework saving figure of 7.84% was estimated, generating annual savings of approximately £1m. The following lotting structure was designed to align with council requirements and to maximise opportunities for SMEs:

The report indicated that the framework was six Lots as follows: Lot 1 - The provision of Manned Guarding Services (Including Mobile & Key holding); Lot 2 - The provision of Event Stewarding and Marshalling Services; Lot 3 - The provision of CCTV Security Systems (incl. Installation, CCTV-ARC services, maintenance & repair); Lot 4 - The provision of Security Alarm Systems (incl. Installation, ARC services, maintenance & repair); Lot 5 - The provision of Fire Detection Alarm Systems (incl. Installation, ARC services, maintenance & repair); and Lot 6 - The provision of combined CCTV, Security Alarm & Fire Systems (incl. Installation, ARC services, maintenance & repair).

To date 28 councils and Tayside Contracts have confirmed their intention to participate in this framework. Fife Council had indicated it would consider participation in the longer term subject to internal review and expiry of existing contractual arrangements. East Ayrshire Council, North Ayrshire Council and Scottish Borders Council advised they would not participate as they had arrangements in place locally. However, all member councils were listed in the EU contract notice as potential participants and may access the framework in the future if required.

DECIDED: That the business be awarded as follows:

Supplier	Award
AFA FIRE & SECURITY LTD	Lots 3, 4 5,6
Alarmfast Supervision Security Systems Ltd	Lots 5, 6
Allander Security Limited	Lot 1
Chubb Fire & Security Limited	Lots 3, 4 5,6
Croma Vigilant	Lot 2
FES Limited	Lots 3, 4 5,6
G4S Secure Solutions	Lots 1, 2
GTS Solutions CIC	Lots 1, 2
IC Fire & Security Ltd	Lots 3, 4 5,6
IRN SECURITY	Lots 3, 4 5,6
MITIE Security Ltd	Lots 1, 2
Profile Security Services Ltd	Lot 1
SecuriGroup	Lots 1, 2
Securitay Limited	Lot 1
Sercon Support Services Ltd	Lot 1
Spie Scotshield Limited	Lots 3, 4 5,6

7. EMPLOYEE ABSENCE MANAGEMENT REPORT

There was submitted a report by the Director of Scotland Excel providing information on the employee absence statistics for Scotland Excel. The report advised of the absence levels for the period to November, 2014 and provided information relating to the absence statistics and reasons thereto.

DECIDED: That the report be noted.

8. ASSOCIATE MEMBER APPLICATIONS

(a) Community Safety Glasgow

There was submitted a report by the Director of Scotland Excel indicating that a request for associate membership of Scotland Excel had been received from Community Safety Glasgow. It was noted that Community Safety Glasgow was a limited company with charitable status, established by Glasgow City Council in October 2006 as an Arms Length External Organisation (ALEO). The aim of the organisation was to prevent crime, tackle antisocial behaviour and promote community safety in the city by delivering a range of interventions, activities and programmes across the city through schools and communities.

DECIDED: That the Community Safety Glasgow application to join Scotland Excel as an associate member be approved subject to completion and signing of the SLA and, as an ALEO of Glasgow City Council there be no annual membership fee.

(b) **Scottish Parliament Corporate Body**

There was submitted a report by the Director of Scotland Excel indicating that a request for associate membership of Scotland Excel had been received from the Scottish Parliament Corporate Body which was a body of the Scottish Parliament responsible for the administration of the Parliament. The Scottish Parliamentary Corporate Body was established by section 21 of, and Schedule 2 to, the Scotland Act 1998. The Scottish Parliamentary Corporate Body considered and made decisions on a wide range of issues in relation to the running of the Parliament and included the property, staff and resources that the Parliament required in order to operate.

The Scottish Parliamentary Corporate Body had expressed interest in potentially accessing some of the future contracts which Scotland Excel was developing. To enable them to do this they had submitted a request for associate membership.

DECIDED: That the Scottish Parliamentary Corporate Body application to join Scotland Excel as an associate member be approved subject to completion and signing of the SLA and payment of annual membership fee of £650.

9. **DATE OF NEXT MEETING**

The next meeting would be held on 6 March, 2015.

That the meeting due to be held on 22nd May be moved to 15th May 2015

Minute of Meeting Scotland Excel Executive Sub Committee

Date	Time	Venue
Friday, 6 March 2015	10:45	Glasgow Caledonian University

PRESENT

I Whyte (City of Edinburgh Council); N Macdonald (Comhairle nan Eilean Siar); M McElroy (Glasgow City Council); M Holmes (Renfrewshire Council); and Provost E Logan (South Lanarkshire Council).

Councillor Holmes, Convener, presided.

BY VIDEO LINK

Councillor P Valentine (Angus Council)

APOLOGIES

Councillors G Dykes (Dumfries and Galloway Council); M Smith (Highland Council); G McLean (North Ayrshire Council); and A Westlake (Shetland Council).

IN ATTENDANCE

J Welsh, Director of Scotland Excel, H Carr, Head of Strategic Procurement; J McLaggan, Business Services Manager; T Hand, Senior Procurement Specialist; D Pettigrew, Senior Procurement Specialist; S Dalstrom, Senior Procurement Specialist; and L Marron, Senior Procurement Specialist (all Scotland Excel); D Forbes, Finance Manager; and E Coventry, Democratic Services Officer; (both Renfrewshire Council).

DECLARATIONS OF INTEREST

The Clerk intimated this was a standard item on the Agenda and asked members to indicate if there were any declarations of interest.

No declarations of interest were expressed.

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 30 January, 2015.

DECIDED: That the Minute be approved.

2. REVENUE BUDGET MONITORING REPORT

There was submitted a Revenue Budget Monitoring report by the Treasurer and Director of Scotland Excel for the period 1 April, 2014 to 30 January, 2015.

DECIDED: That the report be noted.

3. VACANCY AND WORKFORCE PLAN

There was submitted a report by the Director which provided an explanation of the current vacancies, a recruitment update and the impact of VER / VR on the operation and budget of Scotland Excel.

The report advised that the use of VR / VER in Scotland Excel had identified a cost of £110,000 to release staff and this figure was below the previously approved budget of £200,000 which was available due to vacant posts in the establishment during the current financial year. The release of the staff identified and approved under the scheme would generate annual savings of £198,000. The release of these staff could be achieved without any impact upon the contract delivery schedule and it was proposed that these savings were reinvested in the service delivery of the organisation.

The report intimated that the three year strategy for Scotland Excel and the supporting organisational structure would be submitted to the next meeting of the Joint Committee. A further update on progress would be given to the Executive Sub Committee in late March 2015.

DECIDED: That the report be noted.

4. STAKEHOLDER ENGAGEMENT UPDATE

There was submitted a report by the Director of Scotland Excel which provided an update on the stakeholder engagement project to allow key stakeholders to share views on the future strategic direction of the organisation.

DECIDED: That the report be noted.

5. DELIVERY OF NATIONAL CARE HOME PROJECT

There was submitted a report by the Director of Scotland Excel which provided a progress update regarding Scotland Excel taking on a much more active role in the procurement and management of the National Care Home Contract and set out the expected benefits and potential risks.

Scotland Excel was in dialogue with COSLA to move forward with a value proposition and a series of sample reports had been produced for council and partnership feedback.

The report indicated that management of the National Care Home Contract could not be undertaken within present resources. The skills required to effectively manage the National Care Home Contract included procurement, commissioning, data analysis, financial accounting and risk management. The resources to support these activities needed to reflect the contract spend, circa £600m per annum with approximately 353 providers across circa 887 care homes.

The resources currently in place provided capacity only to annually negotiate fees, as well as some policy development work. It was estimated that Scotland Excel would require circa £250k per annum to undertake the necessary activities. This would deliver a 0.5FTE commissioning manager, 0.5FTE legal services, one procurement specialist, a financial specialist, a data specialist and administrator. The overall cost to councils was estimated at only 0.04% of the current expenditure across Scotland.

A full project plan for transfer of responsibilities would be drawn up following formal agreement to the transfer of procurement activity to Scotland Excel.

DECIDED: That the report be noted.

6. CONTRACT FOR APPROVAL – SUPPLY AND DELIVERY OF BUILDING AND TIMBER MATERIALS

There was submitted a report by the Director of Scotland Excel relative to the framework for the supply and delivery of janitorial products for the period from 1 April 2015 until 31 March 2018 with an option to extend for up to 12 months to 31 March, 2019. The framework would provide councils and other participating bodies with a mechanism to procure a range of building and timber materials in support of construction projects, ongoing maintenance schedules and ad hoc repairs. A number of council departments were likely to use the framework including stores and housing maintenance.

The report indicated that the framework was split into eight lots recognising the current structure of the market place and was designed to align with council requirements. The forecast annual spend for participating councils is £11.6m, equating to £46.4m over the term of the framework, including the extension period. Other participating bodies have validated an additional spend of £0.9m per annum, a total of £3.6m over the term of the framework.

To date 30 councils had confirmed their participation in this framework. East Ayrshire and Stirling Councils would not be participating.

DECIDED: That the business be awarded as follows:

Lot 1 – Timber Doors

Jewson Ltd

Thornbridge Sawmills Ltd

D McNair (Builders Merchants) Ltd

MGM Timber (Scotland) Ltd

Grafton Merchanting GB Ltd

St Andrews Timber Supplies Ltd

Lot 2 – Timber Door Sets

Scotdor
Jewson Ltd
MKM Building Supplies Ltd
D McNair (Builders Merchants) Ltd

Lot 3 – Sheet and Timber Materials

MGM Timber (Scotland) Ltd
Thornbridge Sawmills Ltd
St Andrews Timber Supplies Ltd
Rowan Timber Supplies (Scotland) Ltd
Jewson Ltd
MKM Building Supplies Ltd
D McNair (Builders Merchants) Ltd
Grafton Merchanting GB Ltd

Lot 4 – Timber Fencing

MGM Timber (Scotland) Ltd
Thornbridge Sawmills Ltd
Jewson Ltd
MKM Building Supplies Ltd
Grafton Merchanting GB Ltd
D McNair (Builders Merchants) Ltd
Rowan Timber Supplies (Scotland) Ltd
St Andrews Timber Supplies Ltd

Lot 5 – Laminate Wall Panels

Nu-Style Products Ltd
MGM Timber (Scotland) Ltd
Jewson Ltd
MKM Building Supplies Ltd
St Andrews Timber Supplies Ltd
Thornbridge Sawmills Ltd

Lot 6 – Building Materials

B & Q Plc
MKM Building Supplies Ltd
Jewson Ltd
D McNair (Builders Merchants) Ltd
Grafton Merchanting GB Ltd
St Andrews Timber Supplies Ltd

Lot 7 – Roofing Materials

Jewson Ltd

SIG Trading Ltd, trading as SIG Exteriors UK part of SIG Plc

MKM Building Supplies Ltd

D McNair (Builders Merchants) Ltd

Grafton Merchanting GB Ltd

Lot 8 – Metal Fencing

James Cowie and Co Ltd

7. CONTRACT FOR APPROVAL – GROUNDS MAINTENANCE EQUIPMENT

There was submitted a report by the Director of Scotland Excel relative to the framework for the purchase of grounds maintenance equipment covering the period from 1 March 2015 to 28 February 2018 with an option to extend for up to 1 year to 28 February 2019. The framework covers a range of equipment purchased by councils in order to maintain council amenities (parks, golf courses, pitches etc), green spaces and gardens.

The report indicated that the framework was split into twenty lots designed to attract small companies which supply grounds maintenance equipment to their local councils. The lotting strategy was also designed to allow tenderers (mainly SMEs) to bid for specific specialist lots.

The forecast annual spend for participating councils was £8m per annum equating to £32m over the term of the framework including the extension period.

To date 29 Councils and Tayside Contracts had confirmed participation in this framework. Angus Council, Fife Council and South Lanarkshire Council had arrangements in place until 2016 and would decide on participation at a later date.

DECIDED: That the business be awarded as follows:

Lot 1 – Hand Held Equipment

HAMILTON BROS (ENG) LTD

Thomas Sheriff & Co Ltd

Nairn Brown (Glasgow) Ltd

Henry H Sheach Lawnmower Services Ltd

CS Equipment Ltd

Fraser C Robb

A M Phillip

SGM

Alex McDougall

Spaldings Ltd

Garden Machinery & Small Engine Services

Premier Parts UK

Lot 2 -Pedestrian Push Equipment

The Double A Trading Company Ltd
Nairn Brown (Glasgow) Ltd
Alex McDougall
Thomas Sheriff & Co Ltd
Fraser C Robb
Premier Parts UK
Garden Machinery & Small Engine Services
CS Equipment Ltd
SGM
TERRA FIRMA (SCOTLAND) LIMITED
Henderson Grass Machinery Ltd
Henry H Sheach Lawnmower Services Ltd
A M Phillip
Spaldings Ltd

Lot 3 - Pedestrian Equipment – Self Propelled

HAMILTON BROS (ENG) LTD
The Double A Trading Company Ltd
CS Equipment Ltd
Nairn Brown (Glasgow) Ltd
SGM
A M Phillip
Henderson Grass Machinery Ltd
Fraser C Robb
Premier Parts UK
Alex McDougall
Thomas Sheriff & Co Ltd

Lot 4 - Self Propelled Mowers

FAIRWAYS GM LTD
Henderson Grass Machinery Ltd
HAMILTON BROS (ENG) LTD
A M Phillip
The Double A Trading Company Ltd
Fraser C Robb
Nairn Brown (Glasgow) Ltd
Simon Tullett Machinery Co Ltd
SGM
Thomas Sheriff & Co Ltd
CS Equipment Ltd
Henry H Sheach Lawnmower Services Ltd
Garden Machinery & Small Engine Services
Alex McDougall

Lot 5 – Tractor/Vehicle Mounted Pesticide Applicators

The Double A Trading Company Ltd
Nairn Brown (Glasgow) Ltd
FAIRWAYS GM LTD
Thomas Sheriff & Co Ltd
Reekie Group
CS Equipment Ltd
SGM
A M Phillip
Henderson Grass Machinery Ltd
Agricar
Fraser C Robb

Lot 6 Ride-on Equipment

FAIRWAYS GM LTD
The Double A Trading Company Ltd
HAMILTON BROS (ENG) LTD
Henderson Grass Machinery Ltd
Nairn Brown (Glasgow) Ltd
SGM
Thomas Sheriff & Co Ltd
Alex McDougall
CS Equipment Ltd
Scot JCB Ltd
A M Phillip
Henry H Sheach Lawnmower Services Ltd
Simon Tullett Machinery Co Ltd
Garden Machinery & Small Engine Services
Fraser C Robb
Premier Parts UK

Lot 7 Utility Vehicles

FAIRWAYS GM LTD
SGM
The Double A Trading Company Ltd
HAMILTON BROS (ENG) LTD
Reekie Group
Nairn Brown (Glasgow) Ltd
A M Phillip
Scot JCB Ltd
Thomas Sheriff & Co Ltd
Fraser C Robb

Lot 8 Towed Equipment

Nairn Brown (Glasgow) Ltd
HAMILTON BROS (ENG) LTD
Scot JCB Ltd
The Double A Trading Company Ltd
FAIRWAYS GM LTD
A M Phillip
SGM
Thomas Sheriff & Co Ltd
CS Equipment Ltd
Fraser C Robb
Agricar
Reekie Group

Lot 9 Tractors

HAMILTON BROS (ENG) LTD
SGM
Reekie Group
A M Phillip
Henderson Grass Machinery Ltd
The Double A Trading Company Ltd
Thomas Sheriff & Co Ltd
Nairn Brown (Glasgow) Ltd
Scot JCB Ltd
Bryson Tractors Ltd
Fraser C Robb
Agricar

Lot 10 Tractor Mounted Equipment

The Double A Trading Company Ltd
Reekie Group
Nairn Brown (Glasgow) Ltd
SGM
Scot JCB Ltd
FAIRWAYS GM LTD
A M Phillip
Henderson Grass Machinery Ltd
Thomas Sheriff & Co Ltd
HAMILTON BROS (ENG) LTD
Fraser C Robb
Premier Parts UK
Agricar

Lot 11 Tractor Mounted Mowers

HAMILTON BROS (ENG) LTD
The Double A Trading Company Ltd
A M Phillip
Nairn Brown (Glasgow) Ltd
SGM
Scot JCB Ltd
Henderson Grass Machinery Ltd
FAIRWAYS GM LTD
Thomas Sheriff & Co Ltd
Reekie Group
Agricar
Garden Machinery & Small Engine Services
Fraser C Robb

Lot 12 Tractor Mounted Pitch Care

HAMILTON BROS (ENG) LTD
The Double A Trading Company Ltd
A M Phillip
FAIRWAYS GM LTD
Reekie Group
Nairn Brown (Glasgow) Ltd
Scot JCB Ltd
Thomas Sheriff & Co Ltd
SGM
Bunce (Ashbury)
Agricar
Fraser C Robb

Lot 13 Tractor Mounted Stumpgrinder/Chipper/Shredder

SGM
A M Phillip
HAMILTON BROS (ENG) LTD
GIBSON GARDEN MACHINERY LTD
The Double A Trading Company Ltd
Thomas Sheriff & Co Ltd
Fraser C Robb
Premier Parts UK

Lot 14 Vehicle Mounted Equipment

Thomas Sheriff & Co Ltd
Nairn Brown (Glasgow) Ltd
FAIRWAYS GM LTD
The Double A Trading Company Ltd
SGM
A M Phillip
Fraser C Robb

Lot 15 Portable Equipment

Rhinowash Ltd
FAIRWAYS GM LTD
Nairn Brown (Glasgow) Ltd
SGM
Flowplant Group Ltd
Fraser C Robb

Lot 16 Static Equipment

FAIRWAYS GM LTD
Rhinowash Ltd
Fraser C Robb

Lot 17 Hand Held Equipment

Scot JCB Ltd
HAMILTON BROS (ENG) LTD
Nairn Brown (Glasgow) Ltd
CS Equipment Ltd
Thomas Sheriff & Co Ltd
A M Phillip
Fraser C Robb

Lot 18 Pedestrian – Self Propelled

HAMILTON BROS (ENG) LTD
Scot JCB Ltd
CS Equipment Ltd
A M Phillip

Lot 19 Tractor Mounted Equipment

Fraser C Robb
Nairn Brown (Glasgow) Ltd
SGM
The Double A Trading Company Ltd
HAMILTON BROS (ENG) LTD
Scot JCB Ltd
TERRA FIRMA (SCOTLAND) LIMITED
FAIRWAYS GM LTD
Bryson Tractors Ltd
Henderson Grass Machinery Ltd
Thomas Sheriff & Co Ltd
A M Phillip
Bunce (Ashbury)
James A Cuthbertson Limited
Agricar

Lot 20 – Towed Grit Spreaders

Fraser C Robb
A M Phillip
HAMILTON BROS (ENG) LTD
FAIRWAYS GM LTD
SGM
Thomas Sheriff & Co Ltd
Bunce (Ashbury)
Nairn Brown (Glasgow) Ltd
Agricar

8. CONTRACT FOR APPROVAL – ASBESTOS SURVEY, REMOVALS AND ANALYTICAL SERVICES

There was submitted a report by the Director of Scotland Excel relative to the framework for asbestos survey, removals and analytical services covering the period from 1 April 2015 until 31 March 2017 with the option to extend for up to 24 months to 31 March 2019.

This framework will enable member councils to procure asbestos related services to ensure their housing and commercial properties are kept up to date in terms of asbestos surveys, removals and testing. The framework is supported, where appropriate, by United Kingdom Accreditation Service (UKAS) accreditation and the Health and Safety Executive (HSE) licenses.

The report indicated that the required asbestos services covered by this framework were segmented into two markets, with one market being for asbestos removal services and the other for survey and/or analytical services. Legislation prevented a supplier who surveyed a property being involved in the removal of any asbestos located within the same property. In response to this market segmentation the framework was split into three lots

The forecast annual spend for participating councils was £8m per annum across the three lots.

To date 29 Councils had confirmed participation in this framework. East Ayrshire, Glasgow and Fife Councils have confirmed that they will not participate in the framework. These councils had their own arrangements in place. All member councils however were listed in the EU contract notice as potential participants so that they may access the framework in the future if required.

DECIDED: That the business be awarded as follows:

Lot 1 – Surveys

AMS Asbestos Management Services Ltd – Offer 1
AMS Asbestos Management Services Ltd – Offer 2
Environmental Essentials Ltd
WSP UK Ltd – Offer 1
AMS Asbestos Management Services Ltd – Offer 3
AMS Asbestos Management Services Ltd – Offer 4
Life Environmental Services – Offer 1

WSP UK Ltd – Offer 2
WSP UK Ltd – Offer 3
SGS MIS Environmental Ltd – Offer 1
AMS Asbestos Management Services Ltd – Offer 5
AMS Asbestos Management Services Ltd – Offer 6
REC Ltd – Offer 1
REC Ltd – Offer 3
Environmental Evaluation Limited – offer 1
Redhill Analysts Ltd – Offer 1
Asbestos Analytical Services – Offer 1
REC Ltd – Offer 2
Environtec Ltd – Offer 1
Asbestos Specialists (UK) Ltd
Redhill Analysts Ltd – Offer 2
WSP UK Ltd – Offer 4
Asbestos Analytical Services – Offer 2
Life Environmental Services – Offer 2
Omega Asbestos Consulting Ltd – Offer 1
REC Ltd – Offer 4
Environmental Evaluation Limited – offer 2
Redhill Analysts Ltd – Offer 3
Omega Asbestos Consulting Ltd – Offer 2
Shield On-Site Services – Offer 1
Shield On-Site Services – Offer 2
Environtec Ltd – Offer 2

Lot 2 – Removal & Disposal

Rhodar Ltd – Offer 1
OCS Environmental Services Limited – Offer 1
Enviraz (Scotland) Ltd – Offer 1
Enviraz (Scotland) Ltd – Offer 2
CHAMIC INDUSTRIAL SERVICES LIMITED
Clarkes Environmental Ltd – Offer 1
OCS Environmental Services Limited – Offer 2
GK Contracts (Scotland) Ltd – Offer 1
Rhodar Ltd – Offer 2
Enviraz (Scotland) Ltd – Offer 3
GK Contracts (Scotland) Ltd – Offer 2
GK Contracts (Scotland) Ltd – Offer 3
Rhodar Ltd – Offer 3
GK Contracts (Scotland) Ltd – Offer 4
GK Contracts (Scotland) Ltd – Offer 5
GOWRIE CONTRACTS LIMITED – Offer 1
GOWRIE CONTRACTS LIMITED – Offer 2
Enviraz (Scotland) Ltd – Offer 4
GK Contracts (Scotland) Ltd – Offer 6

Clarkes Environmental Ltd – Offer 2
Aspect Contracts Limited – Offer 1

Lot 3 – Analytical Services

Environmental Essentials Ltd
AMS Asbestos Management Services Ltd – Offer 1
REC Ltd – Offer 1
AMS Asbestos Management Services Ltd – Offer 2
REC Ltd – Offer 4
Life Environmental Services – Offer 1
REC Ltd – Offer 5
Redhill Analysts Ltd – Offer 1
REC Ltd – Offer 2
Environtec Ltd – Offer 1
AMS Asbestos Management Services Ltd – Offer 3
AMS Asbestos Management Services Ltd – Offer 4
IOM Consulting Ltd – Offer 1
WSP UK Ltd – Offer 1
Redhill Analysts Ltd – Offer 2
REC Ltd – Offer 3
WSP UK Ltd – Offer 2
AMS Asbestos Management Services Ltd – Offer 5
AMS Asbestos Management Services Ltd – Offer 6
ACRON ASBESTOS LTD – Offer 1
IOM Consulting Ltd – Offer 2
Environmental Scientifics Group Limited – Offer 1
Omega Asbestos Consulting Ltd - Offer 1
Environtec Ltd – Offer 2
IOM Consulting Ltd – Offer 3
Omega Asbestos Consulting Ltd - Offer 2
Redhill Analysts Ltd – Offer 3

8. CONTRACT FOR APPROVAL – PRESENTATION & AUDIO VISUAL EQUIPMENT

There was submitted a report by the Director of Scotland Excel relative to the framework for Presentation & Audio Visual Equipment covering the period from 1 April 2015 to 31 March 2018, with an option to extend for up to one year until 31 March 2019

The report indicated that the framework would incorporate a wide range of solution based packages for interactive white boards, interactive touch screen display units, interactive projectors, LCD & LED projectors and televisions. Installation and reactive maintenance for those products out with warranty would also feature in this framework. Customers would have a single source option for supply, installation and maintenance thereby increasing efficiency for customers.

The framework consisted of a single lot incorporating interactive white boards featuring various technologies, interactive touch screen display units, interactive and multimedia projectors and televisions. Each product type was offered in a range of models and sizes to suit different requirements and environments. In total 37 products were available along with warranty, installation, commissioning and reactive maintenance.

The forecast annual spend for participating councils was approximately £5-6 million per annum which would allow for expenditure on innovative technology or potential spend through the NHS, Scottish Parliament and council office rationalisation projects.

To date 32 councils and Tayside Contracts had confirmed their intention to participate in this framework from the outset. National Services Scotland (NHS) and the Scottish Parliament have also cited their intention to participate in the framework and this was stated in the contract notice.

DECIDED: That the business be awarded as follows:

AVM Impact Ltd
SSUK Ltd
TCIB Installations
Irruptus Limited (t/a Efficient Infrastructure Solutions)

9. DATE OF NEXT MEETING

The next meeting would be held on 27 March, 2015.

Minute of Meeting Scotland Excel Executive Sub Committee

Date	Time	Venue
Friday, 27 March, 2015	10:45	Glasgow Caledonian University

PRESENT

I Whyte (City of Edinburgh Council); M McElroy (Glasgow City Council); M Holmes (Renfrewshire Council); and A Westlake (Shetland Islands Council)

Councillor Holmes, Convener, presided.

BY VIDEO LINK

Councillor P Valentine (Angus Council)

APOLOGIES

Councillors N Macdonald (Comhairle nan Eilean Siar); G Dykes (Dumfries and Galloway Council); M Smith (Highland Council); G McLean (North Ayrshire Council); and Provost E Logan (South Lanarkshire Council)

IN ATTENDANCE

J Welsh, Director of Scotland Excel, H Carr, Head of Strategic Procurement; J McLaggan, Business Services Manager; S Blackhall, Senior Information Technology Specialist; Maureen Robertson, Marketing & Communications Manager; T Hand, Senior Procurement Specialist, E Faulds, Interim Support Project Officer (all Scotland Excel); and D Forbes, Finance Manager; E Coventry, Democratic Services Officer; and K Locke, Risk Manager (all Renfrewshire Council).

DECLARATIONS OF INTEREST

The Clerk intimated this was a standard item on the Agenda and asked members to indicate if there were any declarations of interest.

No declarations of interest were expressed.

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 6 March, 2015.

DECIDED: That the Minute be approved.

2. REVENUE BUDGET MONITORING REPORT

There was submitted a Revenue Budget Monitoring report by the Treasurer and Director of Scotland Excel for the period 1 April, 2014 to 27 February, 2015.

DECIDED: That the report be noted.

3. ASSOCIATE MEMBER REPORT

There was submitted a report by the Director which provided details of the review of the fee structure for Associate Members of Scotland Excel and outlined proposals for interim fees for Associate Membership to enable further work on funding options to be developed.

The report indicated that in addition to the 32 Local Authorities who were members of Scotland Excel there were 60 Associate Members of the organisation. Once approved for membership by committee, associates could access the Scotland Excel frameworks and benefit from discounted places on training courses delivered by Scotland Excel. The membership fees for these organisations had not been reviewed for a number of years and as Scotland Excel moved toward the delivery of a new business plan a review of the membership arrangements and fees was prudent. Appendix 1 to the report provided details of the current Associate Members.

Current membership fees were based on a number of factors with a set fee of £150 with additional amounts added from a matrix based upon the number of staff and number of locations that the organisation would require suppliers to service.

The report proposed a three tier structure for associate members. Fees for first tier members would be based on a membership fee plus a percentage of the organisation's annual spend over an agreed figure. As an indication this flexible element of the fee would be in the region of 1 or 2% of spend.

For second tier organisations there would be a minimum fee of £500. However, some flexibility in this fee would be exercised and if there were clear community benefits in waiving the fee this would be considered where appropriate.

The bottom tier would be council "arms length organisations" (ALEOs) who accessed the full range of Scotland Excel contracts and training. There was no fee for Council ALEOs however these organisations will still have to make formal application to become associate members and meet the legal requirements of membership.

Following discussion it was agreed that consideration required to be given to an appeals process, a mechanism for rebates, a review of tier designation when organisations expand and consultation prior to introduction. Accordingly it was agreed that a report should be submitted to the next meeting.

DECIDED:

- a) That the report be noted; and
- b) That a report be submitted to the next meeting providing details of an appeals process, a mechanism for rebates, a mechanism for review of tier designation when organisations expand, and consultation prior to introduction..

4. ASSOCIATE MEMBER APPLICATION – SB CARES

There was submitted a report by the Director of Scotland Excel indicating that a request for associate membership of Scotland Excel had been received from SB Cares. It was noted that SB Cares was an Arms Length External Organisation (ALEO) established by Scottish Borders Council through which it would deliver the Council's statutory duties.

DECIDED: That the SB Cares application to join Scotland Excel as an associate member be approved subject to completion and signing of the SLA.

5. COMMUNICATIONS UPDATE

A presentation was given by the Marketing Manager providing an update on the Scotland Excel communications strategy.

DECIDED: That the update be noted.

6. SUPPLIER EXCELLENCE AWARDS AND DEVELOPMENT EVENT

There was submitted a report by the Director providing details of the Scotland Excel Supplier Excellence Awards and Development Event which would take place on Thursday 11th June at the Glasgow Royal Concert Hall to celebrate good practice, innovation and suppliers who go the extra mile.

DECIDED: That the report be noted.

7. CONTRACT FOR APPROVAL – HEAVY PLANT

There was submitted a report by the Director of Scotland Excel relative to the framework for the purchase of heavy plant covering the period from 1 March 2015 to 28 February 2018 with an option to extend for up to 1 year to 28 February 2019. The framework covers a range of vehicles and machinery purchased by Councils for operational purposes.

The report indicated that the framework was split into seven lots designed to attract as many companies as possible which supply heavy plant to Councils and to allow tenderers to bid for specific lots.

The forecast annual spend for participating councils was £10.3m per annum equating to £41.2m over the term of the framework including the extension period.

To date 31 Councils and Tayside Contracts had confirmed participation in this framework. East Ayrshire Council is currently carrying out its own tender exercise and will not participate.

DECIDED: That the business be awarded as follows:

Lot 1 – Excavators

Scot JCB Ltd
Hamilton Bros Engineering Ltd
Caledonian Plant
Liebherr Great Britain Ltd
Lloyd Ltd

Lot 2 - Pedestrian Operated Rollers/Compactors/Sprayers/Rammers

Hamilton Bros Engineering Ltd
Scot JCB Ltd
Caledonian Plant
Bomag GB Ltd

Lot 3 – Ride-on Rollers

Scot JCB Ltd
Caledonian Plant
Bomag GB Ltd

Lot 4 – Towed Compressors/Asphalt Mixer

Scot JCB Ltd

Lot 5 – Compressors/Generators/Pumps

Hamilton Bros Engineering Ltd
Scot JCB Ltd
Caledonian Plant

Lot 6 – Forklifts/Telehandlers

Scot JCB Ltd
Terberg Matec UK Ltd
Lloyd Ltd
Liebherr Great Britain Ltd

Lot 7 - Trailers

Hamilton Bros Engineering Ltd
Lloyd Ltd

8. PROFESSIONAL INDEMNITY COVER

There was submitted a report by the Clerk relative to renewal OF Scotland Excel's professional indemnity cover.

On 20 June 2014, the Clerk submitted at paper to the Scotland Excel Joint Committee that set out insurance options for professional indemnity insurance to cover the risk of claims relating to Scotland Excel's procurement functions. The Joint Committee agreed that cover of £10 million should be put in place with a deductible of £50,000. The cover was arranged and has been in place from 1 July 2014, expiring on 31 March 2015.

The report outlined the position with regards to renewing Scotland Excel's professional indemnity cover.

DECIDED:

- a) That it be agreed that cover be renewed on existing terms with effect from 1 April 2015, at an annual premium cost of £63,600; and
- b) That delegated authority be granted to the Director of Scotland Excel to put this cover in place on an annual basis subject to the cover continuing to provide best value, and in consultation with Renfrewshire Council's insurance brokers and advisors, provided there is no significant increase (i.e. a maximum premium of £100,000) in the risks covered or the value of the cover.

9. DATE OF NEXT MEETING

The next meeting would be held on 15 May, 2015.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following item of business as it was likely, in view of the nature of the business to be transacted that if members of the press and public were present there would be disclosure to them of confidential information as defined in Section 50A (2) of the Local Government (Scotland) Act 1973.

10. SECURE CARE VARIATION REPORT

There was submitted a report by the Director of Scotland Excel relative to the increase in weekly fees for secure care places spread across four dedicated secure units.

Following approval by the Scotland Excel Sub Committee on 10 May 2013, Scotland Excel established four national contracts for 78 secure care beds. The contracts, which came into force on 1 July 2013, were awarded to the four independent providers of secure care in Scotland.

The contract operates until 31 March 2016, with an opportunity to extend by up to one further year to 31 March 2017. The contract allows for an annual application for fee reviews. All four providers could provide services to all 32 councils and the Scottish Government.

From 1 April 2015, all four providers have requested fee increases, ranging from 1.5% to 6.1%. The report detailed the proposed increased fees for each of the providers which would remain fixed to 31 March 2016.

DECIDED: That the proposed price increases be accepted.

Minute of Meeting Scotland Excel Executive Sub Committee

Date	Time	Venue
Friday, 15 May 2015	10:45	Room H018, Centre for Executive Education Building (CEE), Glasgow Caledonian University, Cowcaddens Road, Glasgow, G4 0BA,

PRESENT

Councillors P Valentine (Angus Council); N Macdonald (Comhairle nan Eilean Siar); I Whyte (City of Edinburgh Council); G Dykes (Dumfries and Galloway Council); M McElroy (Glasgow City Council); M Holmes (Renfrewshire Council); Provost E Logan (South Lanarkshire Council); and A Westlake (Shetland Islands Council).

CHAIR

Councillor Holmes, Convener, presided.

IN ATTENDANCE

J Welsh, Director of Scotland Excel, H Carr, Head of Strategic Procurement; J McLaggan, Business Services Manager and J Weaver, Senior Procurement Specialist (all Scotland Excel); R Lewis (Dumfries and Galloway Council); and D Forbes, Finance Manager and D Low, Senior Committee Services Officer (both Renfrewshire Council).

APOLOGIES

Councillors L Erskine and I Chisholm (both Fife Council); M Smith (Highland Council); and G McLean (North Ayrshire Council).

DECLARATIONS OF INTEREST

The Clerk intimated this was a standard item on the Agenda and asked members to indicate if there were any declarations of interest.

No declarations of interest were expressed.

ADDITIONAL ITEM

The Convener intimated that there was an additional item which had not been included in the notice calling the meeting in relation to the appointment of the Head of Customer and Business Services and, being of the opinion that the item was urgent authorised its consideration as item 8 below.

1 MINUTE OF EXECUTIVE SUB COMMITTEE

There was submitted the Minute of the meeting of the Executive Sub-Committee held on 27 March, 2015.

DECIDED: That the Minute be approved.

2 REVENUE BUDGET MONITORING REPORT TO 27 FEBRUARY, 2015

There was submitted a joint Revenue Budget Monitoring report by the Treasurer and Director of Scotland Excel for the period 1 April, 2014 to 27 February, 2015.

DECIDED: That the report be noted.

3 UPDATE ON THE 2015-18 CORPORATE STRATEGY AND OPERATIONAL PLAN

There was submitted a report by the Director of Scotland Excel relative to the development of a new three year corporate strategy to underpin the next phase of growth for the organisation, and ensure its long term sustainability as a successful local government shared service.

The report provided a summary of the proposed strategic direction for the organisation and included an overview of the key operational activities that would be undertaken to deliver the strategy. The strategy was based around 12 objectives aligned to four business goals: supporting the delivery of better and more effective public services; being sustainable in everything we do; placing customers at the heart of our business; and becoming the partner of choice for delivering shared services.

A copy of the strategy map was attached as an appendix to the report.

DECIDED: That the progress being made towards the development of a new corporate strategy and operational plan be noted.

4 **SCOTLAND EXCEL YEAR END REPORT 2014/15**

There was submitted a report by the Director of Scotland Excel relative to the development and activities of Scotland Excel during 2014/15 in terms of the five strategic aims of Scotland Excel.

DECIDED: That the report be noted.

5 **EMPLOYEE ABSENCE MANAGEMENT REPORT**

There was submitted a report by the Director of Scotland Excel relative to the employee absence statistics for Scotland Excel. The report advised of the absence levels for the period to March 2015 and provided information relating to the absence statistics and reasons thereto.

DECIDED: That the report be noted.

6 **ASSOCIATE MEMBER REPORT**

Under reference to item 3 of the Minute of meeting of the Sub-Committee held on 27 March, 2015, there was submitted a report by the Director of Scotland Excel relative to the proposed changes to the fee structure for Associate Membership.

The first level of fee paying groups would pay an annual fee of £500 and these would typically be organisations who accessed contracts on a regular basis, but who were not expected to exceed £10,000 per annum across all contracts.

The second level of fees would be applied to groups with annual spend between £10,000 and £50,000 across the contract portfolio. Membership fees for these organisations would be £1,000 per annum.

The third level would be groups who accessed contracts on a regular basis and where the annual spend was over £50,000. Membership fees for these organisations would be £2,000 per annum with a charge of 1% of contract spend.

Details of the number of organisations within each fee level grouping were included in the appendix to the report.

DECIDED: That the fee structure proposed under the groupings of membership identified in the report be approved.

7 **CONTRACTS FOR APPROVAL - CARE HOMES FOR ADULTS WITH LEARNING DISABILITIES**

There was submitted an amended report by the Director of Scotland Excel relative to the first national framework agreement for care homes for adults with learning disabilities.

The national framework established consistent quality requirements based on the views and wishes of people with learning disabilities, and expected high standards of individualised support. It introduced greater transparency around costs and supported commissioners to achieve improved value for money. The report intimated that the national framework would also improve understanding of the nature of services and relationship between price and service delivery, and help to develop a stronger basis for effective working relationships between councils and providers. In the longer term, it would provide opportunities for development and improvement of services to meet the aims of the Scottish Government "The Keys to Life" strategy.

DECIDED: That the framework agreement be awarded to all providers submitting a compliant bid as detailed below:

Tenderer: Quarriers*

Care home: Finnart Street

Registered with Care Inspectorate as: Quarriers Finnart Street

Care Inspectorate Care Service Registration number: CS2003001114

Score: 79.5

Band: 1

Deferred Award: N

Tenderer Quarriers*

Care home: Ashgrove

Registered with Care Inspectorate as: Quarriers – Ashgrove/Glen Valley

Care Inspectorate Care Service Registration number: CS2003001128

Score: 78.9

Band : 1

Deferred Award: Y

Tenderer: Leonard Cheshire Disability*

Care home: Cheshire House

Registered with Care Inspectorate as: Cheshire House (Care Home)

Care Inspectorate Care Service Registration number: CS2003008524

Score: 78.1

Band: 1

Deferred Award: N

Tenderer: Leonard Cheshire Disability*

Care home: Pinewood

Registered with Care Inspectorate as: Abi Unit Acquired Brain Injury

Care Inspectorate Care Service Registration number: CS2003010997

Score: 78.1

Band: 1

Deferred Award: Y

Tenderer: Quarriers*

Care home: Westview

Registered with Care Inspectorate as: Westview
Care Inspectorate Care Service Registration number: CS2003001112
Score: 77.8
Band: 1
Deferred Award: N

Tenderer: Quarriers*
Care home: Davidson House
Registered with Care Inspectorate as: Quarriers – Davidson/Parklands/Kelly
Care Inspectorate Care Service Registration number: CS2003001127
Score: 77.6
Band: 1
Deferred Award: Y

Tenderer: Capability Scotland*
Care home: Lanarkshire Houses
Registered with Care Inspectorate as: Lanarkshire Houses
Care Inspectorate Care Service Registration number: CS2003015475
Score: 77.0
Band: 1
Deferred Award: Y

Tenderer: Capability Scotland*
Care home: Upper Springland
Registered with Care Inspectorate as: Upper Springland
Care Inspectorate Care Service Registration number: CS2003009777
Score: 76.7
Band: 1
Deferred Award: N

Tenderer: Quarriers*
Care home: Riverview
Registered with Care Inspectorate as: Riverview
Care Inspectorate Care Service Registration number: CS2003001113
Score: 76.6
Band: 1
Deferred Award: N

Tenderer: Quarriers*
Care home: Dunn Street
Registered with Care Inspectorate as: Dunn Street, Duntocher – Respite Service
Care Inspectorate Care Service Registration number: CS2010238999
Score: 76.5
Band: 1
Deferred Award: N

Tenderer: Capability Scotland*
Care home: Wallace Court
Registered with Care Inspectorate as: Wallace Court
Care Inspectorate Care Service Registration number: CS2003001270
Score: 76.1
Band: 1
Deferred Award: Y

Tenderer: Quarriers*
Care home: Mavisbank
Registered with Care Inspectorate as: Mavisbank Gardens
Care Inspectorate Care Service Registration number: CS2003000874
Score: 76.1
Band: 1
Deferred Award: N

Tenderer: Leonard Cheshire Disability*
Care home: Newhaven Road
Registered with Care Inspectorate as: Leonard Cheshire – Newhaven Road
Care Inspectorate Care Service Registration number: CS2003010989
Score: 75.2
Band: 1
Deferred Award: Y

Tenderer: Leonard Cheshire Disability*
Care home: Wardieburn
Registered with Care Inspectorate as: Leonard Cheshire Wardieburn Street
Care Inspectorate Care Service Registration number: CS2003010995
Score: 75.2
Band: 1
Deferred Award: Y

Tenderer: Leonard Cheshire Disability*
Care home: Hepburn Court, West Lodge
Registered with Care Inspectorate as: Hepburn Court, West Lodge
Care Inspectorate Care Service Registration number: CS2003037897
Score: 75.0
Band: 1
Deferred Award: N

Tenderer: Leonard Cheshire Disability *
Care home: Argyle Street
Registered with Care Inspectorate as: 7-9 Argyle Street
Care Inspectorate Care Service Registration number: CS2003010993
Score: 74.8
Band: 1
Deferred Award: N

Tenderer: Leonard Cheshire Disability*
Care home: Bath Street
Registered with Care Inspectorate as: 25 Bath Street
Care Inspectorate Care Service Registration number: CS2003010994
Score: 74.6
Band: 1
Deferred Award: N

Tenderer: Leonard Cheshire Disability*
Care home: Alemoor Crescent
Registered with Care Inspectorate as: Leonard Cheshire Alemoor Crescent
Care Inspectorate Care Service Registration number: CS2003015503
Score: 74.4
Band: 1

Deferred Award: N

Tenderer: Leonard Cheshire Disability*

Care home: Atkinson Road Respite

Registered with Care Inspectorate as: Atkinson Road Respite

Care Inspectorate Care Service Registration number: CS2004075567

Score: 73.9

Band: 1

Deferred Award: N

Tenderer: Stoneywood Care Services Ltd*

Care home: Stoneywood House & Villa

Registered with Care Inspectorate as: Stoneywood House & Villa

Care Inspectorate Care Service Registration number: CS2008185591

Score: 73.2

Band: 1

Deferred Award: N

Tenderer: Leonard Cheshire Disability*

Care home: Letham Court Respite

Registered with Care Inspectorate as: Letham Court Respite

Care Inspectorate Care Service Registration number: CS2003010990

Score: 72.7

Band: 1

Deferred Award: N

Tenderer: Quarriers*

Care home: Merrybrook

Registered with Care Inspectorate as: Merrybrook

Care Inspectorate Care Service Registration number: CS2003001118

Score: 72.7

Band: 1

Deferred Award: N

Tenderer: Real Life Options*

Care home: 2 The Steading

Registered with Care Inspectorate as: 2 The Steading

Care Inspectorate Care Service Registration number: CS2011303448

Score: 72.2

Band: 1

Deferred Award: N

Tenderer: Real Life Options*

Care home: 8-10 Gideon Street

Registered with Care Inspectorate as: 8 – 10 Gideon Street

Care Inspectorate Care Service Registration number: CS2011303450

Score: 72.2

Band: 1

Deferred Award: N

Tenderer: Real Life Options*

Care home: 86 Pumpherston Road

Registered with Care Inspectorate as: 86 Pumpherston Road

Care Inspectorate Care Service Registration number: CS2011303447

Score: 72.2
Band: 1
Deferred Award: N

Tenderer: Real Life Options*
Care home: Hawick Project
Registered with Care Inspectorate as: Hawick Project
Care Inspectorate Care Service Registration number: CS2011303440
Score: 72.2
Band: 1
Deferred Award: N

Tenderer: Real Life Options*
Care home: Longcroft
Registered with Care Inspectorate as: Longcroft
Care Inspectorate Care Service Registration number: CS2011303445
Score: 72.2
Band: 1
Deferred Award: N

Tenderer: Real Life Options*
Care home: Longstone Grove
Registered with Care Inspectorate as: Longstone Grove
Care Inspectorate Care Service Registration number: CS2011303441
Score: 72.2
Band: 1
Deferred Award: N

Tenderer: Leonard Cheshire Disability*
Care home: Fife Short Breaks
Registered with Care Inspectorate as: Short Breaks Glamis House
Care Inspectorate Care Service Registration number: CS2003037923
Score 71.6
Band: 1
Deferred Award: N

Tenderer: Quarriers*
Care home: Fountainview
Registered with Care Inspectorate as: Quarriers Fountainview
Care Inspectorate Care Service Registration number: CS2003001116
Score: 69.3
Band: 2
Deferred Award: N

Tenderer: Leonard Cheshire Disability*
Care home: Blackadder Road
Registered with Care Inspectorate as: Leonard Cheshire - Blackadder
Care Inspectorate Care Service Registration number: CS2003010996
Score: 65.4
Band: 2
Deferred Award: N

Tenderer: Parkcare Homes (No 2) Ltd*
Care home: Dunvegan - Stenhousemuir

Registered with Care Inspectorate as: Dunvegan - Stenhousemuir
Care Inspectorate Care Service Registration number: CS2003015617
Score: 65.4
Band: 1
Deferred Award: N

Tenderer: Parkcare Homes (No 2) Ltd*
Care home: Kirklea
Registered with Care Inspectorate as: Kirklea
Care Inspectorate Care Service Registration number: CS2003000774
Score: 65.1
Band: 1
Deferred Award: N

Tenderer: Camphill Blair Drummond Trust Ltd*
Care home: Camphill Blair Drummond
Registered with Care Inspectorate as: Camphill Blair Drummond
Care Inspectorate Care Service Registration number: CS2003011474
Score: 64.9
Band: 1
Deferred Award: N

Tenderer: Care UK Learning Disabilities Services Ltd*
Care home: Castle Street
Registered with Care Inspectorate as: Castle Street
Care Inspectorate Care Service Registration number: CS2003001388
Score: 64.7
Band: 1
Deferred Award: N

Tenderer: Embrace (Combined) Limited*
Care home: Millport
Registered with Care Inspectorate as: Millport Care Centre
Care Inspectorate Care Service Registration number: CS2007157969
Score: 64.5
Band: 1
Deferred Award: N

Tenderer: Parkcare Homes (No 2) Ltd*
Care home: Drummond House
Registered with Care Inspectorate as: Drummond House
Care Inspectorate Care Service Registration number: CS2003001396
Score: 64.3
Band: 1
Deferred Award: Y

Tenderer: The Richmond Fellowship Scotland Ltd*
Care home: Todhill Country Centre
Registered with Care Inspectorate as: Harbourside Project
Care Inspectorate Care Service Registration number: CS2003001174
Score: 63.2
Band: 1
Deferred Award: N

Tenderer: Care UK Learning Disabilities Services Ltd*
Care home: Hollybank
Registered with Care Inspectorate as: Hollybank
Care Inspectorate Care Service Registration number: CS2011300798
Score: 62.4
Band: 1
Deferred Award: N

Tenderer: Tiphereth Ltd*
Care home: The Hollies
Registered with Care Inspectorate as: The Hollies
Care Inspectorate Care Service Registration number: CS2004073783
Score: 62.4
Band: 1
Deferred Award: N

Tenderer: Tiphereth Ltd*
Care home: Torphin House & Bluebell Cottage
Registered with Care Inspectorate as: Tiphereth Ltd
Care Inspectorate Care Service Registration number: CS2003011130
Score: 62.4
Band: 1
Deferred Award: N

Tenderer: The Mungo Foundation*
Care home: Assisi House
Registered with Care Inspectorate as: Assisi House
Care Inspectorate Care Service Registration number: CS2003000897
Score: 61.0
Band: 1
Deferred Award: N

Tenderer: Church of Scotland Social Care Council operating as CrossReach*
Care home: Cornerstone Threshold West of Scotland Residential
Registered with Care Inspectorate as: Cornerstone Project
Care Inspectorate Care Service Registration number: CS2003001401
Score: 59.6
Band: 1
Deferred Award: N

Tenderer: Embrace (Combined) Ltd*
Care home: Rockville
Registered with Care Inspectorate as: Rockville
Care Inspectorate Care Service Registration number: CS2008178209
Score: 59.2
Band: 1
Deferred Award: N

Tenderer: Milltown Community Ltd*
Care home: Milltown Community
Registered with Care Inspectorate as: Milltown Community
Care Inspectorate Care Service Registration number: CS2003000345
Score: 59.1

Band: 2
Deferred Award: N

Tenderer: The Mungo Foundation
Care home: Mitre House
Registered with Care Inspectorate as: Mitre House
Care Inspectorate Care Service Registration number: CS2003000910
Score: 59.0
Band: 1
Deferred Award: N

Tenderer: Embrace (Combined) Ltd*
Care home: Park Lodge
Registered with Care Inspectorate as: Park Lodge
Care Inspectorate Care Service Registration number: CS2005087265
Score: 58.7
Band: 1
Deferred Award: Y

Tenderer: Leonard Cheshire Disability*
Care home: Kirkliston
Registered with Care Inspectorate as: 2 Kirklands Park Rigg
Care Inspectorate Care Service Registration number: CS2003010998
Score: 58.6
Band: 2
Deferred Award: Y

Tenderer: Townend Care Ltd*
Care home: Townend Nursing Home
Registered with Care Inspectorate as: Townend Nursing Home
Care Inspectorate Care Service Registration number: CS2003010283
Score: 57.3
Band: 2
Deferred Award: N

Tenderer: ENABLE Glasgow Branch*
Care home: 19 Alder Road
Registered with Care Inspectorate as: Alder Road Project
Care Inspectorate Care Service Registration number: CS2003000839
Score: 56.5
Band: 1
Deferred Award: N

Tenderer: The Richmond Fellowship Scotland Ltd*
Care home: Plover Brae
Registered with Care Inspectorate as: Plover Brae
Care Inspectorate Care Service Registration number: CS2003011052
Score: 56.0
Band: 1
Deferred Award: N

Tenderer: The Mungo Foundation*
Care home: Elderslie Project
Registered with Care Inspectorate as: Elderslie Project

Care Inspectorate Care Service Registration number: CS2004060920
Score: 55.8
Band: 1
Deferred Award: N

Tenderer: Church of Scotland Social Care Council operating as CrossReach*
Care home: The Bungalow
Registered with Care Inspectorate as: The Bungalow
Care Inspectorate Care Service Registration number: CS2003000264
Score: 54.4
Band: 1
Deferred Award: N

Tenderer: Parkcare Homes (No 2) Ltd*
Care home: Newhouse
Registered with Care Inspectorate as: Newhouse
Care Inspectorate Care Service Registration number: CS2003000773
Score: 54.2
Band: 2
Deferred Award: N

Tenderer: Parkcare Homes (No 2) Ltd*
Care home: Corsefield
Registered with Care Inspectorate as: Corsefield
Care Inspectorate Care Service Registration number: CS2014325454
Score: 53.8
Band: 1
Deferred Award: Y

Tenderer: Parkcare Homes (No 2) Ltd*
Care home: Millburn Homes
Registered with Care Inspectorate as: Millburn Homes
Care Inspectorate Care Service Registration number: CS2012311539
Score: 53.8
Band: 1
Deferred Award: N

Tenderer: The Mungo Foundation
Care home: Crannog Care Home
Registered with Care Inspectorate as: Crannog Care Home
Care Inspectorate Care Service Registration number: CS2006125795
Score: 53.0
Band: 2
Deferred Award: N

Tenderer: Voyage 1 Limited t/a Voyage Care*
Care home: Abbey Gardens
Registered with Care Inspectorate as: Abbey Gardens Nursing Home
Care Inspectorate Care Service Registration number: CS2003010806
Score: 52.3
Band: 1
Deferred Award: Y

Tenderer: Camphill Rudolf Steiner School Ltd*

Care home: Camphill School and Care Home Services Aberdeen
Registered with Care Inspectorate as: Camphill School and Care Home Services Aberdeen
Care Inspectorate Care Service Registration number: CS2009196657
Score: 52.3
Band: 1
Deferred Award: Y

Tenderer: The Mungo Foundation*
Care home: Lanark Project
Registered with Care Inspectorate as: Lanark Project
Care Inspectorate Care Service Registration number: CS2003001400
Score: 51.7
Band: 2
Deferred Award: N

Tenderer: Guthrie Court Ltd*
Care home: Moorpark Place
Registered with Care Inspectorate as: Moorpark Place Kilbirnie
Care Inspectorate Care Service Registration number: CS2011301541
Score: 50.3
Band: 1
Deferred Award: N

Tenderer: Embrace (Combined) Ltd*
Care home: Blackwood
Registered with Care Inspectorate as: Blackwood Care Centre
Care Inspectorate Care Service Registration number: CS2011286816
Score: 49.9
Band: 2
Deferred Award: Y

Tenderer: ENABLE Glasgow Branch*
Care home: Balshagray House
Registered with Care Inspectorate as: Balshagray House
Care Inspectorate Care Service Registration number: CS2003000838
Score: 49.8
Band: 2
Deferred Award: N

Tenderer: Embrace (Combined) Ltd*
Care home: Kirkton House Nursing Home
Registered with Care Inspectorate as: Kirkton House Nursing Home
Care Inspectorate Care Service Registration number: CS2005089201
Score: 49.7
Band: 2
Deferred Award: N

Tenderer: Archway (Respite Care and Housing) Ltd*
Care home: Archway, Berryden Mills (Berryden Mills, Aberdeen)
Registered with Care Inspectorate as: Berryden Mills
Care Inspectorate Care Service Registration number: CS2003000243
Score: 49.6
Band: 1

Deferred Award: N

Tenderer: Sense Scotland *

Care home: Overbridge

Registered with Care Inspectorate as: SENSE (Overbridge) 1+2 + Annexe

Care Inspectorate Care Service Registration number: CS2003000891

Score: 48.2

Band: 1

Deferred Award: Y

Tenderer: Oakview Estates Ltd t/a Danshell Group*

Care home: Ellen Mhor

Registered with Care Inspectorate as: Ellen Mhor

Care Inspectorate Care Service Registration number: CS2013318501

Score: 48.0

Band: 1

Deferred Award: N

Tenderer: Oakview Estates Ltd t/a Danshell Group

Care home: Ranaich House

Registered with Care Inspectorate as: Ranaich House

Care Inspectorate Care Service Registration number: CS2013318502

Score: 48.0

Band: 1

Deferred Award: N

Tenderer: Oakview Estates Ltd t/a Danshell Group*

Care home: Trinity House

Registered with Care Inspectorate as: Trinity House

Care Inspectorate Care Service Registration number: CS2013318503

Score: 48.0

Band: 1

Deferred Award: N

Tenderer: Voyage 1 Limited t/a Voyage Care *

Care home: Barrington House

Registered with Care Inspectorate as: Barrington House

Care Inspectorate Care Service Registration number: CS2003001164

Score: 46.9

Band: 1

Deferred Award: N

Tenderer: Voyage 1 Limited t/a Voyage Care*

Care home: Beechmount

Registered with Care Inspectorate as: Beechmount

Care Inspectorate Care Service Registration number: CS2003001296

Score: 46.8

Band: 1

Deferred Award:N

Tenderer: Tigh a'Chomainn Camphill Ltd

Care home: Tigh a'Chomainn Camphill

Registered with Care Inspectorate as: Tigh-A'Chomainn

Care Inspectorate Care Service Registration number: CS2003000261

Score: 46.8
Band: 2
Deferred Award: N

Tenderer: Voyage 1 Limited t/a Voyage Care*
Care home: Treddinloch
Registered with Care Inspectorate as: Treddinloch
Care Inspectorate Care Service Registration number: CS2003011572
Score: 46.7
Band: 1
Deferred Award: N

Tenderer: The National Autistic Society*
Care home: Catrine Bank
Registered with Care Inspectorate as: not registered as a care home
Care Inspectorate Care Service Registration number: N/A
Score: 46.3
Band: 1
Deferred Award: Y

Tenderer: Swanton Care and Community *
Care home: Southfields
Registered with Care Inspectorate as: Southfields
Care Inspectorate Care Service Registration number: CS2003055991
Score: 46.2
Band: 1
Deferred Award: Y

Tenderer: Archway (Respite Care and Housing) Limited*
Care home: Archway, Dyce (153 Victoria Street, Aberdeen)
Registered with Care Inspectorate as: 153 Victoria Street
Care Inspectorate Care Service Registration number: CS2003000242
Score: 45.1
Band: 1
Deferred Award: N

Tenderer: Archway (Respite Care and Housing) Limited
Care home: Archway, Two Mile Cross (31 Two Mile Cross, Aberdeen)
Registered with Care Inspectorate as: 31 Two Mile Cross
Care Inspectorate Care Service Registration number: CS2003000245
Score: 45.1
Band: 1
Deferred Award: N

Tenderer: Scottish Autism*
Care home: South West - Staikhill
Registered with Care Inspectorate as: Scottish Autism – South West Area Services - Staikhill
Care Inspectorate Care Service Registration number: CS2003015114
Score: 44.0
Band: 1
Deferred Award: N

Tenderer: Scottish Autism *

Care home: Parkside Court
Registered with Care Inspectorate as: Parkside Court
Care Inspectorate Care Service Registration number: CS2003011035
Score: 43.4
Band: 1
Deferred Award: N

Tenderer: Scottish Autism*
Care home: Central Supported Accommodation
Registered with Care Inspectorate as: Scottish Autism, Central Scotland Area Services – Supported Accommodation
Care Inspectorate Care Service Registration number: CS2003011551
Score: 42.1
Band: 1
Deferred Award: N

Tenderer: Embrace (Combined) Limited*
Care home: Birch House
Registered with Care Inspectorate as: Birch House
Care Inspectorate Care Service Registration number: CS2005089202
Score: 42.0
Band: 2
Deferred Award: Y

Tenderer: Archway (Respite Care and Housing) Limited*
Care home: Archway, Westburn Road (71 Westburn Road)
Registered with Care Inspectorate as: 71 Westburn Road
Care Inspectorate Care Service Registration number: CS2003000244
Score: 41.2
Band: 2
Deferred Award: N

Tenderer: Voyage 1 Limited t/a Voyage Care*
Care home: 34 – 38 Mannering Avenue
Registered with Care Inspectorate as: 34 – 38 Mannering Avenue
Care Inspectorate Care Service Registration number: CS2009228236
Score: 39.2
Band: 1
Deferred Award: Y

Tenderer: Camphill Rudolf Steiner School Ltd*
Care home: Cairnlee house
Registered with Care Inspectorate as: Cairnlee House
Care Inspectorate Care Service Registration number: CS2003000252
Score: 37.7
Band: 2
Deferred Award: N

Tenderer: Scottish Autism *
Care home: 149 Lamphinnas Road
Registered with Care Inspectorate as: 149 Lamphinnas Road
Care Inspectorate Care Service Registration number: CS2003006903
Score: 34.6
Band: 1

Deferred Award: N

Tenderer: Inspired Independent Living*

Care home: West Park Care Home

Registered with Care Inspectorate as: not registered as a care home

Care Inspectorate Care Service Registration number: N/A

Score: 32.9

Band: 1

Deferred Award: Y

Tenderer: Scottish Autism*

Care home: Clannalba Respite and Transitional Assessment Service

Registered with Care Inspectorate as: Clannalba Respite and Transitional Assessment Service

Care Inspectorate Care Service Registration number: CS2003001385

Score: 26.7

Band: 1

Deferred Award: N

Tenderer: Orem's Care Services

Care home: Ashleigh Cottage

Registered with Care Inspectorate as: Orem's Care Services Ltd - Gargunnock

Care Inspectorate Care Service Registration number: CS2003055637

Score: 24.9

Band: 1

Deferred Award: N

Tenderer: Scottish Autism*

Care home: New Ridgemark

Registered with Care Inspectorate as: New Ridgemark

Care Inspectorate Care Service Registration number: CS2003001386

Score: 24.5

Band: 1

Deferred Award: N

Asterisk (*) denotes recommended providers

8 APPOINTMENT OF THE HEAD OF CUSTOMER AND BUSINESS SERVICES

There was submitted an amended report by the Director of Scotland Excel advising of the recruitment process for the appointment of the Head of Customer and Business Services.

DECIDED:

(a) That the recruitment process detailed in the report be noted; and

(b) That S Brannagan be appointed to the post of Head of Customer and Business Services.

9 DATE OF NEXT MEETING

The next meeting would be held on 12 June, 2015 at 10.15 a.m.