

# Minute of Meeting Scotland Excel Chief Executive Officers Management Group

Date	Time	Venue
Tuesday, 29 June 2021	14:00	Remotely by MS Teams,

## Present

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

## Chair

Sandra Black, Chair, presided.

## In Attendance

J Welsh, Director, H Carr Head of Strategic Procurement, S Brannagan, Head of Customer and Business Services (all Scotland Excel); and M Conaghan, Legal and Democratic Services Manager, E Gray and, A McNaughton, both Senior Committee Services Officer and K O'Neill, Assistant Democratic Services Officer (all Renfrewshire Council).

## Conflicts of Interest

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

## 1 **Minute**

There was submitted the Minute of the meeting of the Chief Executive Officers Management Group (CEOMG) held on 24 March 2021.

**DECIDED:** That the Minute be approved.

## 2 **Chief Executive's Update Report**

There was submitted a report by the Chief Executive of Scotland Excel providing an update on key developments within Scotland Excel since the meeting of the Group held on 24 March 2021.

The report provided information in relation to contingency planning; work in collaboration with the Digital Office; care services; the independent review of adult social care; the Scotland Excel Academy; new build housing; contracts approved since November 2020; projects with other local authorities and associate members; the Scotland Excel Hosted Procurement Team; the tender support being provided to Zero Waste Scotland and the Scottish Local Government Pension Scheme; participation in workstreams associated with the Procurement and Climate Change Forum; new associate members; the Scotland Excel Annual Conference; and the partnership with the Scottish Government to further develop community wealth building practices in local government.

**DECIDED:** That the report be noted.

## 3 **Chief Executive's Presentation**

J Welsh, Director of Scotland Excel, gave a presentation on key developments within Scotland Excel and the recent challenges which had been faced.

The presentation provided information in relation to workforce development; the blended working model being used and the future requirements for office space; improvements to income streams following the easing of Covid-19 restrictions; increases in procurement costs for construction and food sectors; social care procurement; and electric vehicle charging infrastructure.

**DECIDED:**

(a) That the report be noted; and

(b) That the recommendation that Councils use Scotland Excel's New House Building Framework be noted.

## 4 **Presentation: Care Update**

H Carr, Head of Strategic Procurement, gave a presentation in relation to social care.

The presentation provided information in relation to progress around the payment of the £500 award to social care staff; the Competition and Markets Authority's study on the lack of availability and increasing costs in children's social care provision; implications of the Feeley Review into adult social care; and the payment of the real living wage within the care sector.

**DECIDED:**

(a) That the presentation be noted; and

(b) That Scotland Excel would continue to engage with councils and key partners to consider future direction and draft a response to the adult social care consultation.

**5 Income Stream Review**

There was submitted a report by the Chief Executive of Scotland Excel providing an update on generating additional funding through a series of income generating projects.

The report provided information in relation to planned income streams, including consultancy services, the Scotland Excel academy, associate membership, the New Build Housing Framework and rebates; the continued development of the income stream strategy; the functions of the Income Review Board; and the results of a recent internal audit.

**DECIDED:**

(a) That the report be noted; and

(b) That Scotland Excel would be supported in its endeavours to achieve financial sustainability by (i) encouraging their organisations to make use of the New Build Housing Framework; (ii) encouraging the use of existing services such as The Academy and consultancy services; (iii) promoting associate membership; and promoting additional services on offer from Scotland Excel.

**6 Presentation: Sector Skills Analysis**

S Brannagan, Head of Customer and Business Services, gave a presentation on a sector skills analysis which had been carried out.

The presentation provided information in relation to capacity and capability within the procurement sector; the development of procurement professionals through the Procurement Development Framework; capacity of outside organisations and the use of an agency model; and options and directions for the future.

**DECIDED:**

(a) That the presentation be noted; and

(b) That a report be submitted to the next meeting to provide further detail on the options for improving procurement capacity within Local Government going forward.

**7 Date of Next Meeting**

**DECIDED:** That it be noted that the next meeting of the group would be held at 10.00 am on 18 August 2021.