

Members' Library Service Request Form

Date of Document	24/10/16
Originator	Head of Council Resources
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Document Title	Agreement with Scotland Excel for the Placement of a Strategic Procurement Manager

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Authorised By	Jim Lamond
Designation	Head of Council Resources
Date	24/10/19

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REPORT TO: Members' Library Service

DATE:

BY: Depute Chief Executive – Resources and People Services

SUBJECT: Agreement with Scotland Excel for the Placement of a Strategic Procurement Manager

1 PURPOSE

- 1.1 The purpose of this report is to set out the agreement entered into with Scotland Excel for the employment and placement of a Strategic Procurement Manager to lead and manage the Council's procurement function through a period and programme of improvement.

2 RECOMMENDATIONS

- 2.1 Members are asked to note the agreement with Scotland Excel to employ and place within ELC a Strategic Procurement Manager to lead and manage the Council's procurement function and implement a programme of improvements.

3 BACKGROUND

- 3.1 Following consideration of a range of options, the Council's Executive Management Team has decided to enter into an arrangement with Scotland Excel that will include the placement of a Strategic Procurement Manager for a period of two years; effectively, Scotland Excel will employ an appropriately qualified individual for East Lothian Council. The Council will reimburse Scotland Excel the total salary cost, including employer on-costs and expenditure necessarily incurred on travel and subsistence in the course of undertaking official duties.
- 3.2 As part of the agreement, the Council will also purchase from Scotland Excel a "virtual resource" which effectively amounts to a bundle of consultancy support days across the period of the agreement. These days will be called down as and when required by the Council in support of delivering the proposed improvement programme.
- 3.3 Scotland Excel had drawn up a Job Outline for the post in consultation with the Head of Council Resources who was also involved in the recruitment campaign and related interviews and appointment.

- 3.4 Working with Scotland Excel, the successful post-holder will provide the Council with the skills and capacity to assist in delivering an enhanced procurement function drawing upon extensive levels of professional/peer support and also relevant Scotland Excel networks.
- 3.5 The overarching purpose of Scotland Excel is to support councils and other public bodies in adopting best possible procurement practices. Support is often tailored to the individual needs of councils and, on this occasion, Scotland Excel and East Lothian Council have agreed to work in partnership with the intention of significantly enhancing procurement practices and related outcomes within the Council.

4 POLICY IMPLICATIONS

- 4.1 The collaborative partnership with Scotland Excel will help to implement a programme of improvement in procurement practices that will ensure greater compliance with relevant regulatory requirements and will significantly contribute towards key objectives with the Council's approved financial strategy and the Council Plan.

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

6 RESOURCE IMPLICATIONS

- 6.1 **Financial** – The cost of the agreement will be met from an agreed allocation made through the Cost Reduction Fund.
- 6.2 **Human Resources** – HR are supportive of the contents of this report.
- 6.3 **Other** – None.

7 BACKGROUND PAPERS

- 7.1 Service Level Agreement between Scotland Excel and East Lothian Council, October 2019.

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DATE	24 October 2019

