

LEGAL AND DEMOCRATIC SERVICES

COMMITTEE DECISION SHEET

STRATEGIC TRANSFORMATION COMMITTEE - TUESDAY, 14 NOVEMBER 2017

Please let the Committee Officer know as soon as possible if you do not agree with any action proposed in this decision sheet. These are decisions of the Committee and there is an expectation that action will be taken. If for any reason it is apparent that you will not be able to act on these instructions in full or in part or that there will be a delay, please let the Committee Officer know as it may be necessary to advise the Committee or seek further instructions from the Committee.

	Item Title	Committee Decision	Services Required to take action	Officer to Action
1.1	<u>Urgent Business</u>	There were no items of urgent business.	N/A	
1.1	<u>Determination of Exempt Business</u>	There were no items of exempt business.	N/A	
2	<u>Declarations of Interest</u>	There were no declarations of interest intimated.	N/A	
3	<u>Requests for Deputation</u>	There were no requests for deputation.		
4	<u>Minute of Previous Meeting of 4 October 2017</u>	The Committee resolved: to approve the minute as a correct record.	Committee Services	A Swanson
5	<u>Committee Business Statement</u>	The Committee resolved: to note the updates contained in the business statement.	Committee Services	A Swanson

	Item Title	Committee Decision	Services Required to take action	Officer to Action
6	<u>Committee Tracker</u>	<u>The Committee resolved:</u> to note the content of the committee tracker.	OCE	M Murchie
7	<u>Transformation Portfolio - Budget and Benefits Realisation</u>	<u>The Committee resolved:</u> (i) to note the contents of the report; and (ii) to agree that Delivery Boards report back to this Committee, via the appropriate Control Board, on the outcome of each work stream referred to in the report and the expected benefits realisation arising from each work stream.	Finance	S Whyte/S Buthlay
8	<u>Transformation Portfolio Highlight Report</u>	<u>The Committee resolved:</u> (i) to instruct the Interim Transformation Consultant to advise the Committee, by way of email, of the cost of the visit to Croydon to meet the Director and Head of Service with responsibility for Commissioning; (ii) to instruct the Interim Transformation Consultant to provide the Committee, by way of email, with definitions for primary, secondary and tertiary spend; (iii) to instruct the Head of Legal and Democratic Services to advise the Committee, by way of email, whether parking charges could be used as a means of income generation; and (iv) to note the highlight report.	OCE OCE Legal	R Lundie-Saad R Lundie-Saad F Bell
9	<u>IT Delivery Board and Digital Strategy</u>	There was no report under this item.	N/A	
10	<u>Finance Delivery Board</u>	There was no report under this item.	N/A	

	Item Title	Committee Decision	Services Required to take action	Officer to Action
11	<u>Customer Delivery Board</u>	There was no report under this item.	N/A	
12	<u>Business Change Delivery Board</u>	There was no report under this item.	N/A	
13	<u>Commissioning Delivery Board</u>	There was no report under this item.	N/A	
14	<u>Workforce Delivery Board</u>	There was no report under this item.	N/A	
15	<u>Governance Delivery Board</u>	There was no report under this item.	N/A	
16	<u>Resources Delivery Board</u>	There was no report under this item.	N/A	
17.1	<u>Business Support Redesign</u>	<u>The Committee resolved:</u> (i) to note the decision of the Corporate Management Team to proceed with consolidation of the business support function and that this decision predated the transformation governance structures; (ii) to note that the implementation of the consolidation of the business support function was underway and being monitored by the Resources Delivery Board in the transformation governance structures; (iii) to note the operating model for the	CG	R McKean

	Item Title	Committee Decision	Services Required to take action	Officer to Action
		centralised function as set out in Appendix 1 and 2; and (iv) to note that savings in the region of £3m from the consolidation would be reflected through the 2018/2019 budget process.		
18.1	<u>Portfolio Communications and Engagement Report</u>	<u>The Committee resolved:</u> (i) to note the updates provided; and (ii) to instruct the External and Internal Communications Manager to review the risk section for future reports.	OCE	P Smith

If you require any further information about this decision sheet, please contact Allison Swanson on 01224 522822 or email aswanson@aberdeencity.gov.uk