

## STRATEGIC COMMISSIONING COMMITTEE

ABERDEEN, 29 August 2019. Minute of Meeting of the STRATEGIC COMMISSIONING COMMITTEE. Present:- Councillor Laing, Convener; and Councillors Allan (as a substitute for Councillor John, Vice Convener), Cameron, Jackie Dunbar, Duncan, Flynn, Graham (as a substitute for Councillor Donnelly), Yuill and Malik (as a substitute for Councillor Wheeler).

**The agenda and reports associated with this minute can be found here <https://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=616&MId=6818&Ver=4>**

**Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.**

### EXEMPT BUSINESS

1. The Convener proposed that the Committee consider item 10.1 (Workplans and Business Cases – Exempt Appendices) with the press and public excluded.

#### **The Committee resolved:-**

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of item 10.1 on today's agenda so as to avoid disclosure of exempt information of the class described in paragraph 8 of Schedule 7(A) of the Act.

### DECLARATIONS OF INTEREST

2. The Committee noted the following declarations of interest intimated at this stage:
- (i) Councillor Duncan declared an interest in item 9.2 (APA Memorandum of Understanding) by virtue of her position as a Council appointed Board Member of Aberdeen Performing Arts and considered that the nature of her interest required her to leave the meeting during consideration of that item on the agenda;
  - (ii) Councillor Graham declared an interest in item 9.1 (Sport Aberdeen) by virtue of his position as a Council appointed Board Member of Sport Aberdeen and considered that the nature of his interest did not require him to leave the meeting during consideration of that item on the agenda; and
  - (iii) Councillor Cameron declared an interest in item 10.1 (Workplans and Business Cases – Revenue – Exempt Appendices), specifically Procurement Business Cases (1) OPS065 by virtue of his wife's employment with the potential contractor and (2) RES027 by virtue of daughter being the project lead. Councillor Cameron considered that the nature of his interest in both cases required him to leave the meeting during consideration of the aforementioned Business Cases.

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3. The Committee had before it the minute of its meeting of 28 May 2019 for approval.

**The Committee resolved:**

to approve the minute as a correct record.

**COMMITTEE BUSINESS PLANNER**

4. The Committee had before it the committee business planner as prepared by the Chief Officer – Governance.

**The Committee resolved:-**

- (i) to note that item 6 (Aberdeen Sports Village Annual Report) had been delayed to the next meeting of the Committee to enable a full 12 month period of performance data to be reported;
- (ii) to agree that item 7 (Update on Customer / Citizen Review) be removed as no decision was required by Committee at this time and to note that a Service Update had been circulated; and
- (iii) to otherwise note the business planner.

**SPORT ABERDEEN ANNUAL REPORT - COM/19/328**

5. With reference to article 9 of the minute of the meeting of the Strategic Commissioning Committee of 13 September 2018, the Committee had before it a report by the Director of Operations which presented the Sport Aberdeen annual review report in order to provide Committee with an overview of performance of service delivery by Sport Aberdeen.

**The report recommended:-**

That the Committee approve the Sport Aberdeen Annual review report as appended to the report.

Ms Franks and Mr Mackie, Sport Aberdeen, were in attendance and answered questions from Members.

**The Committee resolved:**

- (i) to approve the recommendation as contained in the report;
- (ii) to instruct Sport Aberdeen to provide the Committee, by way of email, with information on any changes to operating hours made to date in the current financial year;
- (iii) to request that Sport Aberdeen work towards the inclusion of data on the diversity of its customers within the next annual performance report;

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- (iv) to instruct the Chief Officer – Finance to advise the Committee, by way of email, if it was normal practice for an ALEO to set a balanced budget; and
- (v) to instruct the Chief Officer – Corporate Landlord, to advise local members, by way of email, once the costs for the proposed building modifications at Lochside Academy had been confirmed.

### **DECLARATION OF INTEREST**

**In accordance with article 2 of this minute, Councillor Duncan left the meeting prior to consideration of the following item of business.**

### **APA MEMORANDUM AND ARTICLES OF ASSOCIATION - COM/19/319**

**6.** The Committee had before it a report by the Head of Commercial and Procurement Services which advised of a request from the Board of Aberdeen Performing Arts (APA) for approval to amend its Memorandum and Articles of Association, to increase the maximum number of Board members from 12 to 16.

**The report recommended:-**

That the Committee consider and take a decision on APA's request to amend its Memorandum and Articles of Association.

**The Committee resolved:**

- (i) to approve the request from the Board of Aberdeen Performing Arts to amend its Memorandum and Articles of Association, to increase the maximum number of Board members from 12 to 16; and
- (ii) to request the Chief Officer – City Growth to advise the Committee, by way of email, of the outcome of the appointment of the additional APA Board members and the additional skill set added to the Board.

### **STRATEGIC COMMISSIONING APPROACH - COM/19/329**

**7.** With reference to article 10 of the minute of the meeting of the Strategic Commissioning Committee of 20 November 2018, the Committee had before it a report by the Director of Operations which (a) outlined the activities that had been taken to embed a strategic commissioning approach across the Council in order to enhance integrated service provision and deliver the Council's commissioning intentions; and (b) described and sought the agreement of a joint strategic commissioning approach to be taken by both Aberdeen City Council and Aberdeen Integrated Joint Board.

**The report recommended:-**

that the Committee -

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- (a) approve the joint commissioning approach, described in Appendix 1, to be adopted by the Council, noting that the approach would be submitted to the Aberdeen City Integration Joint Board (IJB);
- (b) note progress in the development and implementation of the commissioning approach as described in Appendix 2; and
- (c) instruct the Chief Officer - Governance to bring forward the results, including any proposals for decommissioning and recommissioning strategies, of the review of Council and IJB strategies to the Strategic Commissioning Committee (and the IJB), as highlighted in Appendix 2.

**The Committee resolved:**

to approve the recommendations.

**OPTIONS FOR CHANGING THE DELIVERY MODEL FOR SERVICES PROVIDED BY THE BEACH BALLROOM - PLA/19/366**

8. With reference to article 3 of the minute of the meeting of Full Council of 5 March 2019, the Committee had before it a report by the Chief Officer – City Growth which presented the findings of an appraisal of options to deliver services provided by the Beach Ballroom.

**The report recommended:-**

That the Committee instruct the Chief Officer City Growth to progress the development of Option 2 and submit it for inclusion in the Council's budget setting process.

**The Committee resolved:**

to approve the recommendation.

**WORKPLANS AND BUSINESS CASES - REVENUE - COM/19/257**

9. With reference to article 7 of the minute of the meeting of the Strategic Commissioning Committee of 28 May 2019, the Committee had before it a report by the Chief Operating Officer which (1) presented procurement workplans where revenue expenditure was included for Operations, Customer, Resources and Place ] Functions to Committee for review; (2) sought approval of each of the Procurement Business Cases (listed below), including the total estimated revenue expenditure for each proposed contract, as contained at item 10.1 of today's agenda (article 10 refers); and (3) presented a summary of 3.10 memos approved since the last meeting.

The list of Procurement Business Cases were:

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OPS056	Integrated Children and Family Services	Residential Care - Linksfield Residential Children's Home
OPS061	Integrated Children and Family Services	Residential Care - 311 Clifton Rd
OPS064	Integrated Children and Family Services	Northern Star Workers (Health and social wellbeing)
OPS065	Integrated Children and Family Services	Student Counselling Services
OPS066	Integrated Children and Family Services	Sports based support for Schools
OPS067	Integrated Children and Family Services	Outdoor Learning based support for Schools
OPS068	Integrated Children and Family Services	Mental Health Services for Schools
OPS069	Integrated Children and Family Services	Visible Learning Teacher Training Services
OPS070	Integrated Children and Family Services	Educational ICT Software – Curriculum Tools
OPS071	Integrated Children and Family Services	Educational ICT Software – Numeracy & Literacy Tools
OPS072	Operations & AHSCP	CareFirst Replacement Health & Social Care System (includes extension of existing system)
OPS073	Operations	Approval to use the Building Trades Agency Staff Framework Agreement
PLA014	City Growth	No One Left Behind – Employability Service Delivery
RES027	Corporate Landlord	Energy efficiency information, support & Advice Service
RES027	Corporate Landlord	HEEPS:ABS back-to-back agreement for managing agent
CUS012	Early Intervention & Community Empowerment	Large Print and Talking Books
CUS013	Digital & Technology	Public WIFI Support Contract

**The report recommended:-**  
that the Committee –

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- (a) review the workplans of the Operations, Customer, Resources and Place Functions as detailed in the Appendices;
- (b) approve each of the following individual procurement business cases, including the total estimated revenue expenditure for each proposed contract and to delegate authority to the Head of Commercial and Procurement Services following consultation with the relevant Chief Officer to procure appropriate goods and services, and enter into any contracts relating thereto,
- (c) approve the direct awards of contract where there were special circumstances outlined in each of the respective procurement business cases which justified not issuing a tender or calling off a framework agreement; and
- (d) note that Business Cases for procurements exercises to be commenced after 21 November 2019 would be submitted on a phased basis to future meetings of the Strategic Commissioning Committee.

**The Committee resolved:**

- (i) to approve the recommendations;
- (ii) in respect of Business Case OPS056 to instruct the Chief Officer – Integrated Children and Family Services, to advise the Committee, by way of email, of the pay structure of the service provider in comparison with the Council pay grades for the same posts; and
- (iii) in relation to Business Case CUS013, to instruct the Chief Officer – Digital and Technology, to advise the Committee, by way of email, of the number of people who have used the public wifi since it had been introduced.

**In accordance with the decision recorded under article 1 of this minute, the following item of business was considered with the press and public excluded.**

**DECLARATION OF INTEREST**

**In accordance with article 2 of this minute, Councillor Cameron left the meeting during consideration of Procurement Business Cases OPS065 and RES027 contained in the exempt appendices to the following item of business. Councillor Townson substituted for Councillor Cameron for consideration of the two aforementioned Business Cases only.**

**WORKPLANS AND BUSINESS CASES - REVENUE - EXEMPT APPENDICES IN RELATION TO ITEM 9.5 ON THE AGENDA**

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**10.** The Committee had before it exempt appendices relating to the Workplans and Business Cases – Revenue report on today's agenda (article 9 of this minute refers).

**The Committee resolved:-**  
to note the exempt appendices.

**- COUNCILLOR LAING, Convener**

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