

STRATEGIC COMMISSIONING COMMITTEE

ABERDEEN, 15 April 2021. Minute of Meeting of the STRATEGIC COMMISSIONING COMMITTEE. Present:- Councillor Laing, Convener; Councillor John, Vice-Convener; and Councillors Allard, Copland, Duncan, Lumsden, Alex Nicoll, Wheeler and Yuill.

The agenda and reports associated with this minute can be found [here](#).

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.

DETERMINATION OF EXEMPT BUSINESS

1. The Convener proposed that the Committee consider item 11.1 (Workplans and Business Cases – Exempt Appendices) with the press and public excluded.

The Committee resolved:-

- (i) in relation to item 11.1 (Workplans and Business Cases – Exempt Appendices) to note that further detail in respect of the public building contracts would be presented to a future meeting of the Committee; and
- (ii) 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 11.1 on the 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. There were no declarations of interest.

MINUTE OF PREVIOUS MEETING OF 11 FEBRUARY 2021

3. The Committee had before it the minute of its previous meeting of 11 February 2021 for approval.

The Committee resolved:-

- (i) to note that the various pieces of information requested at the last meeting had been circulated to Members outwith the meeting;
- (ii) in relation to the Population Needs Assessment Executive Summary (Article 8), to note that this would be available once it had been considered by Community Planning Aberdeen, following which officers would circulate it to all Elected Members for their information;

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- (iii) in relation to the letter to COSLA and the leaders of the political parties in the Scottish Parliament (Article 10), (a) to request that the minute of the COSLA meeting of 26 February be shared with Members outwith the meeting, if this was a public document and could be shared; and (b) to request that if any responses were received to the letters sent to the leaders of the political parties, that these be shared with Members; and
- (iv) 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 agree to remove item 9 (Community Benefit Clauses) as this would now be incorporated into the Annual Procurement Performance Report;
- (ii) to note the reason for the delay to item 12 (Annual Committee Effectiveness Report); and
- (ii) to otherwise note the business planner.

PERFORMANCE REPORT - COMMERCIAL AND PROCUREMENT - CUS/21/071

5. The Committee had before it a report by the Director of Customer Services which presented the status of key performance measures relating to the Commercial and Procurement cluster.

The report recommended:-

that Committee note the report and provide comments and observations on the performance information contained in the report appendix.

The Committee resolved:-

- (i) to note the assurance provided by officers that the indicators marked as yellow (within 5% and 20% and being monitored) were on track for 100% completion to be achieved;
- (ii) to note that information on any increased benefit from the inclusion of the community benefits section in the tender template would be presented as part of the Annual Procurement Performance Report, to be presented to Committee in June; and
- (iii) to otherwise note the report.

WORKPLANS AND BUSINESS CASES - COM/21/093

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6. The Committee had before it a report by the Chief Operating Officer which (1) presented procurement workplans where revenue expenditure was included for the Commissioning, Customer, Operations and Resources functions to Committee for review; and (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 11.1 of the agenda.

The list of procurement business cases was as follows:-

Function	Business Case
Commissioning	Destruction of Confidential Waste Services
Customer	HR & Payroll System
Resources	Public Buildings – Cyclical and Statutory Maintenance
Resources	Spend Analysis and Recovery Services – Water and Waste Services
Operations	Compostable Food Waste Bags
Operations	Early Learning and Childcare Concession
Operations	Multi-Agency Safeguarding and Child Protection Learning and Development
Operations	National Assistance Funeral Services

The report recommended:-

that Committee –

- (a) review the workplans as detailed in the Appendices;
- (b) approve the procurement business cases, including the total estimated expenditure for the proposed contracts;
- (c) approve the direct awards of contract where there are special circumstances outlined in the respective procurement business cases which justify not issuing a tender or calling off from a framework agreement; and
- (d) note the direct awards of contract made under the provisions for urgency as detailed within Appendix 3 – 3.10 Memo Summary.

The Committee resolved:-

- (i) in relation to the Early Learning & Childcare Concession (Tillydrone and Northfield Cummings Park Nurseries) business case, to instruct the Chief Officer - Education to review the operation of the concession agreements, 12 months from their commencement, and report the findings of that review to the Education Operational Delivery Committee; and
- (ii) to approve the recommendations.

In accordance with the decision taken under article 2 above, the following item was considered with the press and public excluded.

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WORKPLANS AND BUSINESS CASES - EXEMPT APPENDICES

7. The Committee had before it exempt appendices relating to the Workplans and Business Cases Revenue report on the agenda (article 6 of this minute refers).

The Committee resolved:-

to note the exempt appendices.

- **COUNCILLOR JENNIFER LAING, Convener**