GOVERNANCE COMMITTEE DECISION SHEET

STRATEGIC COMMISSIONING COMMITTEE - THURSDAY, 23 JUNE 2022

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	Cluster Required to take action	Officer to Action
2.1	Members are requested to determine that any exempt business be considered with the press and public excluded	The Committee resolved: To consider items 12.1 and 12.2 with the press and public excluded.	N/A	N/A
3.1	Declarations of Interest and Transparency Statements	There were no declarations of interest nor transparency statements made.	N/A	N/A
5.1	Minute of Previous Meeting of 25 February 2022 - for approval	The Committee resolved: To approve the minute as a correct record.	Governance	S Dunsmuir
6.1	Committee Business Planner	The Committee resolved: To note the planner.	Governance	S Dunsmuir
9.1	Commercial and Procurement Services Performance - CUS/22/112	The Committee resolved: To note the report.	Data and Insights	L Fox

	Item Title	Committee Decision	Services Required to take action	Officer to Action
9.2	Annual Procurement Performance Report - COM/22/104	 The Committee resolved: (i) to request that officers remove acronyms from future reports; (ii) in relation to page 45 of the report and the update on market engagement activity to assist in the development of a Position Statement for Mental Health and Learning Disabilities Accommodation in Aberdeen City, to note that the Head of Commercial and Procurement Services would ask the Social Care team for some further detail on this and would circulate the information to all Members outwith the Committee; (iii) to request that the Head of Commercial and Procurement Services ascertain whether it was possible to amend the 'We are a living wage for future reports; and (iv) to approve the content and publication of the Annual Procurement Report 2021-2022. 	Commercial and Procurement	M Mackenzie / C Innes
9.3	Commercial & Procurement Cluster Risk Register and Assurance Map - COM/22/103	The Committee resolved: To note the Cluster Risk Registers and Assurance Maps set out Appendices A and B.	Commercial and Procurement	M Mackenzie
10.1	Aberdeen Christmas Village Feedback Report - COM/22/128	The Committee resolved: To instruct the Chief Officer – City Growth to report back to the Strategic Commissioning Committee in 2023 with John Codona's, Pleasure Fairs Ltd.'s annual feedback report, as per their contract obligations.	City Growth	S O'Neill / M Williamson / R Sweetnam

	Item Title	Committee Decision	Services Required to take action	Officer to Action
11.1	Workplans and Business Cases - Revenue - COM/22/105	 The Committee resolved: (i) to request that future reports include an explanation of reasons for any delay in contract end/start dates; (ii) to review the workplans as detailed in the Appendices for the Commissioning, Customer, Operations and Resources Functions; (iii) to approve the estimated annual expenditure for framework agreements within financial year 20-21 as detailed within the appendices; (iv) to approve the procurement business cases, including the total estimated expenditure for the proposed contracts; (v) to 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; (vi) to delegate authority to the Chief Officer – Digital & Technology, following consultation with the Head of Commercial and Procurement, to procure the necessary digital and technology contract as listed within 	Commercial and Procurement Digital & Technology / Commercial and Procurement	M Mackenzie / C Innes
		 the Customer Work Plan as shown Appendix 1 & 2 subject to approval of a Procurement Business Case by the Demand Management Control Board; and (vii) to note the content of Appendix 3 – 		

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	Summary of 3.10 Memos (Suspension of Procurement Regulations due to Urgency) and Appendix 4 Summary of 4.1.3 Forms (Technical Exemption).		
	Business Cases approved:-		
	Electoral Services Framework	Governance	D Gow
	 ABZWorks Employability Pipeline 	City Growth	A Taylor
	Corporate Booking System	Digital & Technology	A Doyle
	 Interpretation and Translation Services 	Customer Experience	B Reid
	 Support Services in Accommodation Based Setting 	Early Intervention & Community Empowerment	J Currie
	Playscheme Services	Integrated Children's & Family Services	A McAlpine
	Tree Works	Operations & Protective Services	S Shaw
	Horticultural Supplies	As above	S Shaw
	Play Area Refurbishment	As above	S Shaw
	 Waste Management Services Contract Extension 	As above	P Walker
	Council Banking Contract	Finance	N Stewart

	Item Title	Committee Decision	Services Required to take action	Officer to Action
12.1	<u>Aberdeen Christmas Village - Exempt</u> <u>Appendix</u>	The Committee resolved: To note the exempt appendix.	N/A	N/A
12.2	<u>Workplan and Business Cases -</u> <u>Revenue - COM/22/105 - Exempt</u> <u>Appendices</u>	The Committee resolved: To note the exempt appendices.	N/A	N/A

If you require any further information about this decision sheet, please contact Stephanie Dunsmuir, sdunsmuir@aberdeencity.gov.uk