

STRATEGIC COMMISSIONING COMMITTEE

ABERDEEN, 28 May 2019. Minute of Meeting of the STRATEGIC COMMISSIONING COMMITTEE. Present:- Councillor , Convener; Councillor John, Vice Convener in the Chair; and Councillors Cameron, Donnelly, Jackie Dunbar, Duncan, Flynn, Graham (as a substitute for Councillor Laing, Convener), 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 outlined in the subsequent minute and this document will not be retrospectively altered.

EXEMPT BUSINESS

1. The Vice 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. There were no declarations of interest.

MINUTE OF PREVIOUS MEETING OF 28 MARCH 2019 - FOR APPROVAL

3. The Committee had before it the minute of its meeting of 28 March 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:-

to note the business planner.

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STRATEGIC COMMISSIONING COMMITTEE ANNUAL EFFECTIVENESS REPORT - GOV/19/256

5. The Committee had before it a report by the Chief Officer – Governance which presented the annual committee effectiveness report of the Strategic Commissioning Committee for 2018/19.

The report recommended:-
that Committee note the report.

The Committee resolved:-
to note the annual report.

CHRISTMAS VILLAGE 2018 EVALUATION - PLA/19/283

6. With reference to article 8 of the minute of the meeting of the City Growth and Resources Committee of 18 September 2018, the Committee had before it a report by the Chief Officer – City Growth which presented the evaluation on the Christmas Village 2018 as required by the Council's Funding and Service Provision Agreement with Aberdeen BID Company Ltd (trading as Aberdeen Inspired) which ran from 1st August 2016 to 31st January 2019 to enable the Committee to monitor the service delivery against expected outcomes.

The report recommended:-
that the Committee monitor the Christmas Village 2018 Research Report contained as Appendix 1 against the expected outcomes.

Mr Adrian Watson, Chief Executive, Aberdeen Inspired was in attendance and answered questions from Members.

The Committee resolved:-

- (i) to note that Mr Watson, Aberdeen Inspired, would provide a copy of the separate local business evaluation report regarding the Christmas Village 2018 to all members of the Committee;
- (ii) to instruct the Chief Officer – City Growth, following review of the final accounts submitted by Aberdeen Inspired, to provide the Committee, by way of email, with a financial statement regarding the Christmas Village 2016-2018 and that this include (1) the outcome of the profit share agreement for 2016-2018 Christmas Village event; and (2) confirmation of whether the agreement required any profit to be divided up annually or at the end of the three year period;
- (iii) to instruct the Chief Officer – City Growth to advise the Committee, by way of email, of the advertising strategy used to promote the Alive After Five initiative; and
- (iv) to note the Christmas Village 2018 Research Report as contained at Appendix 1.

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

7. With reference to article 6 of the minute of the meeting of the Strategic Commissioning Committee of 28 March 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, Place and Commissioning Functions to Committee for review; (2) sought approval of the total estimated revenue expenditure for each proposed contract as detailed in the Procurement Business Cases (listed below) appended to the report and contained at item 10.1 of today's agenda (article 8 refers); and (3) presented a summary of 3.10 memos approved since the last meeting.

The list of Procurement Business Cases were:

OPS060	Operations	Play Area Refurbishment Works
OPS062	Operations	Imagining Aberdeen; imagineers investigate
OPS063	Operations	Annual maintenance and servicing of domestic heating
PLA009	City Growth	SPECTRA festival
PLA010	Place	Art Gallery - Furniture for public spaces
PLA011	Place	WINTER festival
COM005	Commissioning	Corporate ACC Insurance policies
CUS010	Customer	Support and maintenance for Capita One Revenues and Benefits System
CUS011	Customer	Fixed Telephony

The report recommended:-

that the Committee –

- (a) note the workplans of the Operations, Customer, Place and Commissioning Functions as detailed in the Appendices;
- (b) approve the total estimated revenue expenditure for each proposed contract, and delegates 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; and
- (c) note that Business Cases for procurements exercises to be commenced after 28th May 2019 would be submitted on a phased basis to future meetings of the Strategic Commissioning Committee.

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The Vice Convener, seconded by Councillor Duncan moved:-
that the Committee –

- (1) approve the recommendations contained within the report; and
- (2) instruct the Chief Officer – City Growth to provide a procurement business case to the meeting of the Strategic Commissioning Committee on 21 November 2019, detailing all procurement options, including financial commitment required for each, available for the delivery of the Aberdeen Christmas Village for 2020 onwards, noting that any budgeting decision for future years would be considered as part of the Council's budget process.

Councillor Flynn, seconded by Councillor Cameron moved as an amendment:-
that the Committee –

1. approve recommendations 2.1 and 2.3 as contained in the report;
2. approve the total estimated revenue expenditure for each proposed contract, with the exception of Business Case PLA011 (Delivery Contract for Aberdeen Christmas Village 2019) and delegates 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;
3. agree that every opportunity should be provided to ensure that local businesses were able to participate in the Christmas Village, and accordingly
 - (i) did not approve the recommendation in Business Case PLA011 (Delivery Contract for Aberdeen Christmas Village 2019);
 - (ii) instruct the Chief Officer - City Growth, following consultation with the Head of Commercial and Procurement Services to undertake tender exercises to appoint various suppliers that ensures that the provision of a Christmas Village in 2019 is broken down in such a manner as to provide an opportunity for local small businesses to bid for the delivery of the services required;
 - (iii) approves the estimated expenditure as detailed in Business Case PLA011; and
4. delegate authority to the Head of Commercial and Procurement Services following consultation with the Chief Officer – City Growth to enter into any contracts relating thereto; and
5. instructs the Chief Officer – City Growth to identify how any Christmas Village from 2020 onwards could be provided at a cost neutral basis to the council and to report on the delivery options to achieve this to the Strategic Commissioning Committee on 21 November 2019.

On a division, there voted:- for the motion (5) – The Vice Convener and Councillors Donnelly, Duncan, Graham and Wheeler; for the amendment (4) – Councillors Flynn, Cameron, Dunbar and Yuill.

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The Committee resolved:-

- (i) to adopt the motion; and
- (ii) in respect of Business Case PLA010 (Supply, Delivery and Installation of Furniture for Public Spaces within the Art Gallery), to instruct the Chief Officer – City Growth to advise the Committee, by way of email, as to why this aspect had not been included in the overall art gallery contract.

WORKPLANS AND BUSINESS CASES - REVENUE - EXEMPT APPENDICES IN RELATION TO ITEM 9.3 ON THE AGENDA

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

The Committee resolved:-

to note the exempt appendices.

- COUNCILLOR JOHN, Vice Convener

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