

SUBMISSION OF LATE REPORT

NAME OF COMMITTEE : Council
DATE OF COMMITTEE : 23rd August 2017
TITLE OF REPORT : Council Target Operating Model

Please explain why this report is late.

The production of this report has required extensive engagement and direct involvement from a range of colleagues, consequently the report was still being finalised at the point that the initial circulation of papers took place.

Please explain:

- why this report must be submitted to the next meeting of the Council/Committee; and
- why it cannot be submitted to a meeting of the Council/Committee at a later date.

The report proposes the establishment and implementation of a Target Operating Model, including changes to organisational and governance structures by the beginning of 2018/19, in order to align with the 2018/19 Budget Process. If this is to be achieved consideration of the proposals is required at the 23rd August 2017 meeting of the Council.

Chief Executive

SIGNED

Date

16th August 2017

The following section must be completed by the Convener where a report must be submitted less than three clear days¹ before a meeting of the Council/Committee.

By law, an item of business must be open to inspection by members of the public for at least three clear days before a meeting.

An item of business not open to inspection for three clear days may be considered at a meeting only by reason of special circumstances, which shall be specified in the minutes, and where the Convener is of the opinion that the item should be considered as a matter of urgency.

Please explain why you are of the opinion that the item should be considered as a matter of urgency.

Convener

SIGNED

Date

17/8/17

Please note that under Standing Order 12.9, the Head of Legal and Democratic Services may refuse to allow any item of business on to the agenda or may withdraw any item of business from an agenda, following consultation with the Convener and Vice Convener.

¹ For example if a letter is posted on Monday advising of a meeting on Friday, it gives 3 clear days notice (i.e. Tuesday, Wednesday, Thursday). Saturday, Sunday and public holidays are included within the definition of Clear Days.