

ABERDEEN CITY COUNCIL

COMMITTEE	Strategic Transformation Committee
DATE	4 th October 2017
REPORT TITLE	Outline Business Case – Fleet Services and Mobility
LEAD OFFICER	Bernadette Marjoram
REPORT AUTHOR	Mark Reilly

1. PURPOSE OF REPORT:-

- 1.1 The purpose of this report is to present the Committee with an Outline Business Case for transformation of Fleet Services and Mobility and to seek approval to proceed to a Full Business case.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
- a) Note the attached Outline Business Case and instruct officers to proceed to a Full Business Case, at an estimated cost of £150,000, for Fleet Services and Mobility.

3. BACKGROUND/MAIN ISSUES

- 3.1 An Outline Business Case for Fleet Services and Mobility is attached to this report. A clear priority and driver for change is the need to reduce the cost of service provision. The outline case for change seeks to identify opportunities for benefits realisation through both service improvement and alternative service delivery models, by covering:
- The as-is position and challenges faced;
 - A progress snapshot on the existing Fleet Improvement Plan (FIP);
 - Identification of business needs and key priorities to expedite;
 - Potential service delivery models available for Fleet and Mobility while recognising the existing constraints;
 - Recommended ways forward; and
 - Key dependencies, risks and next steps required to progress to the next, more detailed, Full Business Case stage.

- 3.2 If the Committee agree to proceed, a Full Business Case will be developed and reported to the Committee requesting approval to pursue a recommended preferred option through to implementation.

4. FINANCIAL IMPLICATIONS

- 4.1 The estimated costs of developing a Full Business Case, should the Committee agree to it proceeding, are £150,000. This will be funded from the Transformation Fund.
- 4.2 The potential financial benefits of implementing the proposed changes to Fleet Services and Mobility are contained within the Outline Business Case and show potential savings of up to £1.5m from Fleet Services and Mobility.

5. LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications arising from the recommendations of this report.

6. MANAGEMENT OF RISK

- 6.1 Risks identified in relation to specific assessed options are set out within the Outline Business Case. If approval is given to proceed to a Full Business Case the delivery risks will be assessed in detail and presented to Committee together with recommendations on preferred options.

7. IMPACT SECTION

- 7.1 An assessment of strategic alignment is included within the Outline Business Case and will be further refined during development of the Full Business Case.

8. BACKGROUND PAPERS

None

9. APPENDICES

Outline Business case – Fleet and Mobility Services

10. REPORT AUTHOR DETAILS

Mark Reilly
Head of Public Infrastructure and Environment
mareilly@aberdeencity.gov.uk
(01224) 387649