

SUBMISSION OF LATE REPORT

NAME OF COMMITTEE : Council

DATE OF COMMITTEE : 11th December 2017

TITLE OF REPORT : Target Operating Model

Please explain why this report is late.

Consultation with staff and Trades Unions closed on 28th November, 2017, and officers have been considering submissions and amending the report in the light of representations made.

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 organisational redesign to support the implementation of the agreed Target Operating Model. Changes to organisational and governance structures are proposed by the beginning of 2018/19, in order to align with the 2018/19 Budget Process. If this is to be achieved consideration of this report is required at the 11th December 2017 meeting of the Council.

SIGNED

Chief Executive

Date 4th December 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.

SIGNED

Convener

Date 4th December 2017

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.