

STRATEGIC TRANSFORMATION COMMITTEE

ABERDEEN, 14 November 2017. Minute of Meeting of the STRATEGIC TRANSFORMATION COMMITTEE. Present:- Councillor Laing, Convener; and Councillors Boulton (from article 5 onwards), Flynn, Lumsden and Yuill.

The agenda and reports associated with this minute can be located at the following link:-

<https://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=602&MIId=5896&Ver=4>

Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be altered retrospectively.

MINUTE OF PREVIOUS MEETING OF 4 OCTOBER 2017

1. The Committee had before it the minute of its previous meeting of 4 October 2017, for approval.

The Committee resolved:-

to approve the minute as a correct record.

COMMITTEE BUSINESS STATEMENT

2. The Committee had before it a business statement prepared by the Head of Legal and Democratic Services, comprising business referred from other committees.

The Committee resolved:

to note the updates contained in the business statement.

COMMITTEE TRACKER

3. The Committee had before it a tracker of future committee business.

The Committee resolved:

to note the information contained in the committee report tracker.

TRANSFORMATION PORTFOLIO - BUDGET AND BENEFITS REALISATION – CG/17/139

4. With reference to article 3 of the minute of its meeting of 4 October 2017, the Committee had before it a report by the Head of Finance which provided an update on the budget available and associated benefits realisation arising from transformation.

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The report recommended:

That the Committee:

- (a) note the contents of the report; and
- (b) agree that Delivery Boards report back to the Board, via the appropriate Control Board, on the outcome of each work stream referred to in Appendix 1 and the expected benefits realisation arising from each work stream.

Ms Buthlay, Senior Accountant, Finance, advised in respect of recommendation (b) that the information on the outcome of each work stream was contained in the report and there was no appendix.

The Committee resolved:

- (i) to approve recommendation (a); and
- (ii) to agree that Delivery Boards report back to the Committee, via the appropriate Control Board, on the outcome of each work stream referred to in the report and the expected benefits realisation arising from each work stream.

TRANSFORMATION PORTFOLIO HIGHLIGHT REPORT – CG/17/140

5. With reference to article 2 of the minute of its meeting of 4 October 2017, the Committee had before it a report by the Chief Executive which provided a high-level view of progress to date of the Transformation Portfolio.

The report recommended:

That the Committee note the highlight report.

The Committee resolved:-

- (i) to instruct the Interim Transformation Consultant to advise the Committee, by way of email, of the cost of the visit to Croydon to meet the Director and Head of Service with responsibility for Commissioning;
- (ii) to instruct the Interim Transformation Consultant to provide the Committee, by way of email, with definitions for primary, secondary and tertiary spend;
- (iii) to instruct the Head of Legal and Democratic Services to advise the Committee, by way of email, whether parking charges could be used as a means of income generation; and
- (iv) to note the highlight report.

BUSINESS SUPPORT REDESIGN – CG/17/141

6. The Committee had before it a report by the Chief Executive which advised of progress with the consolidation and redesign of the business support function.

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The report recommended:

That the Committee:

- (a) note the decision of the Corporate Management Team to proceed with consolidation of the business support function and that this decision predated the transformation governance structures;
- (b) note that the implementation of the consolidation of the business support function was underway and being monitored by the Resources Delivery Board in the transformation governance structures;
- (c) note the operating model for the centralised function as set out in Appendix 1 and 2; and
- (d) note that savings in the region of £3m from the consolidation would be reflected through the 2018/2019 budget process.

The Committee resolved:

to approve the recommendations.

PORTFOLIO COMMUNICATIONS AND ENGAGEMENT REPORT – CG/17/150

7. With reference to article 9 of the minute of its meeting of 4 October 2017, the Committee had before it a report by the Chief Executive which provided an update on the actions taken to date in relation to developing Aberdeen City Council's Transformation Communications and Engagement plans.

The report recommended:

That the Committee note the updates provided.

The Committee resolved:

- (i) to note the updates provided; and
- (ii) to instruct the External and Internal Communications Manager to review the risk section for future reports.

- COUNCILLOR JENNIFER LAING, Convener.

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