

## SUBMISSION OF LATE REPORT

NAME OF COMMITTEE : Strategic Transformation Committee  
DATE OF COMMITTEE : 9<sup>th</sup> March 2018  
TITLE OF REPORT : 'Being Digital' Implementation Roadmap

**Please explain why this report is late.**

This report was being held to be submitted along with the other two reports on the agenda rather than having numerous circulations.

**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 digital report is late because we needed to source external information which came in late. Reason to consider at STC is that if we delay to next STC in June we will reduce likelihood of making required savings through digital transformation 19/20 onwards.

Director Steve Whyte

Date 7<sup>th</sup> March 2018

**The following section must be completed by the Convener where a report must be submitted less than three clear days<sup>1</sup> before a meeting of the Council/Committee.**

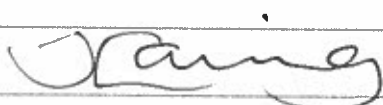
**By law, an item of business must be open to inspection by members of the public for at least three clear days before a meeting.**

**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.**

Reason to consider at STC is that if we delay to next STC in June we will reduce likelihood of making required savings through digital transformation 19/20 onwards.

Convener



Date

7/3/18

<sup>1</sup> 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.

