

SUBMISSION OF LATE REPORT

NAME OF COMMITTEE : Strategic Transformation Committee

DATE OF COMMITTEE : 9th March 2018

TITLE OF REPORT : Transformation Highlight Report

Please explain why this report is late.

As this is a progress report we try to get the most up to date and accurate information to the committee. The report makes reference to another report on the committee agenda that was still being finalised therefore we were waiting for this report to be finalised in order to ensure the detail on the highlight report was accurate.

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 highlight report is the regular progress report to committee and if delayed until the next meeting the committee will not be presented with the most up to date progress of the transformation portfolio.

Director Steve Whyte

Date 7th March 2018

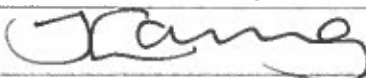
The following section must be completed by the Convener where a report must be submitted less than three clear days¹ before a meeting of the Council/Committee.

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.

General update report linked to digital implementation report and could not be circulated without confirmation of content of digital report.

Convener 

Date 7/3/18

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.

