

STRATEGIC COMMISSIONING COMMITTEE

ABERDEEN, 20 November 2018. Minute of Meeting of the STRATEGIC COMMISSIONING COMMITTEE. Present:- Councillor Laing, Convener; Councillor John, Vice-Convener; and Councillors Cameron, Councillor Donnelly, the Depute Provost, Jackie Dunbar, Duncan, Townson (as a substitute for Councillor Flynn), Wheeler and Yuill.

The agenda and reports associated with this minute can be found [here](#)

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 retrospectively altered.

EXEMPT BUSINESS

1. The Convener proposed that the Committee consider item 10.1 (Workplans and Business Cases) with the press and public excluded.

The Committee resolved:-

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of item 10.1 on today's agenda so as to avoid disclosure of exempt information of the class described in paragraph 8 of Schedule 7(A) of the Act.

DECLARATIONS OF INTEREST

2. There were no declarations of interest.

MINUTE OF PREVIOUS MEETING OF 13 SEPTEMBER 2018

3. The Committee had before it the minute of its meeting of 13 September 2018 for approval.

The Committee resolved:

to approve the minute as a correct record.

COMMITTEE BUSINESS PLANNER

4. The Committee had before it the committee business planner as prepared by the Chief Officer – Governance.

STRATEGIC COMMISSIONING COMMITTEE
20 November 2018

The Committee resolved:-

- (i) to note that item 4 (Review of Customer and Community Engagement) had been delayed for the reason detailed in the committee business planner;
- (ii) to note that item 12 (City Centre Masterplan Project EN10: Union Terrace Gardens – Outline Design, Business Case, Development Costs and Procurement Strategy), had been delayed for the reason detailed in the committee business planner and to note the verbal update provided by the Chief Officer Capital and that a further update would be provided under exempt business later in today's meeting; and
- (iii) to otherwise note the business planner.

COMMISSIONING RISK REGISTER - COM/18/287

5. The Committee had before it a report by the Director of Commissioning which presented the cluster risk registers for Commissioning and Procurement Services and Business Intelligence and Performance Management in accordance with the Risk Management Framework and the Committee Terms of Reference.

The report recommended:-

that the Committee note the cluster risk registers presented and the actions identified to control the risks contained therein.

The Committee resolved:-

to approve the recommendation.

ABERDEEN CITY POPULATION NEEDS ASSESSMENT 2018 - COM/18/106

6. The Committee had before it a report by the Director of Commissioning which presented the 2018 Population Needs Assessment (PNA) for Aberdeen City. The PNA was a key source of evidence which informed the key priorities for Community Planning Aberdeen and Aberdeen City Council.

The report recommended:-

that the Committee approve the Population Needs Assessment 2018 as a key source of evidence to understand the needs of the population which the Council and Community Planning Partnership was working together to address.

The Committee resolved:-

- (i) to approve the recommendations;
- (ii) to instruct the Chief Officer – Business Intelligence and Performance Management to advise the Committee, by way of email, when the next data for wellbeing at both a local and national level would be available; and

STRATEGIC COMMISSIONING COMMITTEE
20 November 2018

- (iii) to instruct the Chief Officer – Business Intelligence and Performance Management to provide comparator figures in future reports where possible.

LOCALITY PLANS ANNUAL REPORT - CUS/18/242

7. The Committee had before it a report by the Director of Customer Services which sought endorsement of the first annual progress reports for each of the Community Planning Partnership's three Priority Localities.

The report recommended:-

that the Committee endorse each of the three annual progress reports for the Community Planning Partnership's Priority Localities prior to their submission to the Community Planning Aberdeen Board on 3 December 2018 for final approval.

The Committee resolved:

- (i) to approve the recommendation; and
- (ii) to instruct the Chief Officer – Early Intervention and Community Empowerment to look at demonstrating the links and cumulative impact of the Partnership improvement projects in future Locality Partnership performance reports.

SUSTAINABLE PROCUREMENT AND COMMUNITY BENEFITS POLICY - COM/18/239

8. The Committee had before it a report by the Director of Commissioning which sought approval to implement a Sustainable Procurement and Community Benefits Policy developed by the Commercial and Procurement Shared Service. The Policy governed compliance at an operational and strategic level in these subject areas.

The report recommended:-

that the Committee –

- (a) approve the Sustainable Procurement and Community Benefits Policy contained in Appendix 1;
- (b) instruct the Head of Commercial and Procurement Services to implement the Council's policy in a way which contributed to the outcomes contained in the refreshed Local Outcome Improvement Plan (LOIP);
- (c) instruct the Head of Commercial and Procurement Services to work with the Community Planning Partnership partners to review the applicability of the ACC Community Benefits Policy to partners contracts thereby enabling a collective contribution to the LOIP from a multi agency approach to community Benefits; and
- (d) instruct the Head of Commercial and Procurement Services to report back to the Committee at its November 2019 meeting on the progress made in the implementation of the policy and its application to the LOIP.

STRATEGIC COMMISSIONING COMMITTEE
20 November 2018

The Committee resolved:

to approve the recommendations.

PARTICIPATORY BUDGETING POLICY - CUS/18/243

9. The Committee had before it a report by the Director of Customer Services which sought approval of a new Participatory Budgeting Policy.

The report recommended:-

that the Committee approve the Participatory Budgeting Policy appended to the report, for immediate implementation.

The Committee resolved:

to approve the recommendation.

OUTCOMES-BASED COMMISSIONING - COM 18/292

10. The Committee had before it a report by the Director of Commissioning which outlined the steps which would be taken over the next 18 months to embed commissioning across the Council. The report built upon the considerable work since April considering the stages in developing the Council's commissioning approach.

The report recommended:-

that the Committee approve the proposed approach to commissioning within the Council.

The Committee resolved:

to approve the recommendation.

EXEMPT BUSINESS

In accordance with the decision recorded under article 1 of this minute, the following item of business was considered with the press and public excluded.

WORKPLANS AND BUSINESS CASES - COM/18/288

11. With reference to article 18 of the minute of the meeting of the Strategic Commissioning Committee of 13 September 2018, the Committee had before it a report by the Director of Commissioning which (1) presented the additional procurement workplans since the Committee's meeting on 13 September 2018 for the Operations,

STRATEGIC COMMISSIONING COMMITTEE
20 November 2018

Place and Resources Functions to Committee for review; and (2) sought approval of the total estimated expenditure for each proposed contract as contained in the Procurement Business Cases appended to the report. There were no additions to the procurement workplans for the Commissioning, Customer and Governance Functions since the previous meeting of the Committee and therefore the workplans for these Functions were not presented.

The report recommended:-

that the Committee –

- (a) review the workplans of the Operations, Place and Resources Functions as detailed in the Appendices;
- (b) where a Business Case had been submitted, approve the total estimated expenditure for each proposed contract as per the Procurement Business Cases and workplans, as required by ACC Procurement Regulation 4.1.1 as detailed in section 3.1 of the report;
- (c) note that Business Cases for procurement exercises to be commenced after 29 January 2019 would be submitted on a phased basis to future meetings of the Strategic Commissioning Committee; and
- (d) approve the direct award of any contracts where there were special circumstances detailed in the business case which justified not going out to tender or calling-off from a framework agreement.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) in respect of future reports to instruct the Director of Commissioning to review the terminology for describing consultancy.

EXEMPT BUSINESS

The Committee agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of the following verbal update in respect of item 12 on the Committee Business Planner so as to avoid disclosure of exempt information of the class described in paragraph 8 of Schedule 7(A) of the Act.

CITY CENTRE MASTERPLAN PROJECT EN10: UNION TERRACE GARDENS - ITEM 12 OF THE COMMITTEE BUSINESS PLANNER

12. With reference to article 4 of this minute, the Committee received a further verbal update from the Chief Officer - Capital in respect of item 12 (City Centre Masterplan Project EN10: Union Terrace Gardens – Outline Design, Business Case, Development Costs and Procurement Strategy), on the Committee Business Planner.

STRATEGIC COMMISSIONING COMMITTEE
20 November 2018

The Committee resolved:-
to note the update.
COUNCILLOR LAING, Convener

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STRATEGIC COMMISSIONING COMMITTEE
20 November 2018

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