

ABERDEENSHIRE COUNCIL

VACATION COMMITTEE

WOODHILL HOUSE, ABERDEEN, 27 JULY, 2017

Present: Councillors S Calder (as substitute for Councillor Evison), M Findlater, J N Gifford, W Howatson, M F Ingleby, P K Johnston, R McKail, D Robertson (as substitute for Councillor Petrie), A Ross, A Simpson, N Smith, S Smith and A Stirling.

Apologies: Councillors A Evison, G Petrie and R G Thomson.

Officers: Director of Business Services, Head of Service (Education), Legal Service Manager (Governance), Corporate Finance Manager, Service Manager, Education and Children's Services (T Stephen), Public Transport Manager and Principal Committee Services Officer (Mrs A Riddell).

1. SELECTION OF CHAIR

The Director of Business Services advised the Committee that Full Council had not appointed a Chair of the Vacation Committee and therefore a Chair should be selected by the Committee.

The Committee **agreed** to appoint Councillor Howatson who took the Chair for the remainder of the meeting.

2. DECLARATION OF MEMBERS' INTERESTS

The Chair asked members if they had any interests to declare in terms of the Councillors' Code of Conduct. No declarations of interest were intimated.

3. RESOLUTIONS

A. PUBLIC SECTOR EQUALITY DUTY

In taking decisions on the undernoted items of business, the Committee **agreed**, in terms of Section 149 of the Equality Act 2010:-

- (1) to have due regard to the need to:-
 - (a) eliminate discrimination, harassment and victimisation;
 - (b) advance equality and opportunity between those who share a protected characteristic and persons who do not share it; and
 - (c) foster good relations between those who share a protected characteristic and persons who do not share it, and
- (2) to consider, where an equality impact assessment has been provided, its contents and to take those into consideration when reaching a decision.

B. EXEMPT INFORMATION

The Committee **agreed**, in terms of Section 50A (4) and (5) of the Local Government (Scotland) Act 1973, to exclude the public from the meeting during consideration of the items specified below so as to avoid disclosure of exempt information of the classes described in the undernoted paragraphs of Part 1 of Schedule 7A of the Act.

Item No	Paragraph No of Schedule 7A
4	8
5	8

4. EDUCATION AND CHILDREN'S SERVICES SUPPLEMENTARY WORK PLAN

A report dated 17 July 2017 by the Director of Education and Children's Services had been circulated seeking approval for the addition of four items to the Education and Children's Services Directorate Work Plan 2017/18 relating to the procurement of (1) book vending, (2) library design furniture, (3) library books and e-materials, and (4) an extension to the existing contract for the provision of Additional Support Needs (ASN) school transport services.

Discussion took place on the value of the procurements, reporting arrangements in the event of an overspend or underspend, contract start dates, benefits of using framework agreements, community benefits, added value and how the projects fit within the overall strategy for service provision.

Thereafter, the Committee **agreed** –

- (1) to approve the addition of the items on the Supplementary Work Plan as detailed in Appendix 1 to the Directorate Work Plan 2017/2018 approved by the Education and Children's Services Committee on 14 June 2017;
- (2) to note that the Business Case for those items where the estimated value was less than £1,000,000 would be determined by the relevant Chief Officer;
- (3) to approve the Business Case in respect of Library Books and E-Materials as detailed in Appendix 2 of the report and to reserve approval of the Award Report for this procurement to the Education and Children's Services Committee; and
- (4) that a briefing note be issued to all Members on Scotland Excel Framework Agreements.

5. EXTENSION OF ADDITIONAL SUPPORT NEEDS (ASN) SCHOOL TRANSPORT FRAMEWORK AGREEMENT

With reference to the Minute of Meeting of the Policy and Resources Committee of 12 June 2014 (Item 46, Page 199) when it had been agreed to establish an Additional Support Needs (ASN) School Transport Framework Agreement for an initial two year duration with an optional extension by a further one year on two occasions, the Committee had before it a report dated 14 July 2017 by the Director of Education and Children's Services seeking approval of the proposed extension of the Framework Agreement for a final period of one year to 14 July 2018 pending procurement of a replacement joint Framework Agreement or equivalent Dynamic Purchasing System for both ASN and adult social work transport services in 2018.

Following discussion on the process for call off agreements, the Committee **agreed** to approve the extension of the Additional Support Needs (ASN) School Transport Framework Agreement for the provision of ASN school transport between the Council and 51 suppliers for a period of 1 year, as detailed in Appendix 1 to the report.