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To: All Members of the Council

Town House,
ABERDEEN, 2 October 2012

COUNCIL MEETING

The Members of the **COUNCIL** are requested to meet in Council Chamber - Town House on **WEDNESDAY, 10 OCTOBER 2012 at 10.30am.**

JANE G. MACEACHRAN
HEAD OF LEGAL AND DEMOCRATIC SERVICES

BUSINESS

- 1 Admission of Burgesses
- 2 Members are requested to resolve that any exempt business on this agenda be considered with the press and public excluded.
- 3 Requests for Deputations

MINUTES OF COUNCIL

- 4(a) Minute of Meeting of Council of 22 August 2012 - for approval (circulated separately)

MINUTES OF STANDING COMMITTEES

- 5(a) Pamphlet of Minutes - for information (circulated separately)

BUSINESS STATEMENT, MOTIONS LIST AND OTHER MINUTES

6(a) Business Statement (Pages 1 - 6)

6(b) Motions List (Pages 7 - 8)

REFERRALS FROM COMMITTEES

7(a) Appointment of Members to Sub-Committees, Groups and Council Supported Trusts and Boards - Referred by Social Care and Wellbeing Committee of 7 September 2012 (Pages 9 - 14)

GENERAL BUSINESS

8(a) Appointment of a New Member to Aberdeen City Licensing Board - Report by Director of Corporate Governance (Pages 15 - 18)

8(b) Appointments - Report by Chief Executive (Pages 19 - 20)

8(c) Police and Fire Reform - Report by Chief Executive (Pages 21 - 30)

8(d) City of Culture 2017 Sub Committee - Report by Chief Executive (Pages 31 - 40)

8(e) Pensions Panel Remit - Report by Director of Corporate Governance - Referred by Audit and Risk Committee of 25 September 2012 (Pages 41 - 46)

8(f) Outline Business Case for Waste Treatment Facilities - Report by Director of Housing and Environment (Pages 47 - 58)

8(g) Crematorium Bus Service - Report by Director of Enterprise, Planning and Infrastructure (Pages 59 - 66)

8(h) Freedom of the City - Notices of Motion by Councillor Callum McCaig and Former Councillors Jim Hunter and Peter Stephen, the Lord Provost - Report by Chief Executive (Pages 67 - 78)

MOTIONS

9(a) Councillor McCaig

“In order to ensure that Aberdeen City Council reaps the financial benefits of the Scottish Government’s Business Rates Incentive Scheme, Council instructs the Director of Enterprise, Planning and Infrastructure to consider measures to boost the city’s business rates income and agrees that 50% of any additional funding received by the Council as a result of this scheme be reinvested in economic development.”

9(b) Councillor Jennifer Stewart

“That this Council considers the possibility of scheduling future meetings of the Development Management Sub Committee so as to avoid meetings being held in July, with a suggestion that meetings be held in late June and early August instead to assist with meeting performance indicators for dealing with planning applications.”

QUESTIONS

10(a) Councillor Townson (Pages 79 - 80)

Can the Convener of Education, Culture and Sport confirm what provision has been made to maintain service provision should this administration succeed in evicting volunteers from successfully run leased community centres?

10(b) Councillor Dickson (Pages 81 - 84)

Can the Council Leader please confirm the timescale and costings of Labour’s proposals to pedestrianise Union Street and Broad Street and reopen the Castlegate?

BUSINESS THE COUNCIL MAY WISH TO CONSIDER IN PRIVATE

11(a) Question - Councillor McCaig (Pages 85 - 86)

Can the Convener of the Pensions Panel advise if the Pensions Panel has received any confirmation from the Oakbank School Trust that they have the necessary finances to meet their full debt to the pension fund?

11(b) Transfer of Services to Local Authority Trading Company - Report to Director of Social Care and Wellbeing (Pages 87 - 144)

11(c) Progression of Transfer of Regeneration and Housing Investment Service to an Arms Length Company (LLP) - Report by Director of Housing and Environment (Pages 145 - 210)

11(d) Outline Business Case for Waste Treatment Facilities - Appendix (Pages 211 - 312)

Website Address: www.aberdeencity.gov.uk

Should you require any further information about this agenda, please contact Martyn Orchard, tel. (52)3097 or email morchard@aberdeencity.gov.uk

**COUNCIL
BUSINESS STATEMENT
10 OCTOBER 2012**

Please note that this statement contains a note of every report which has been instructed for submission to Council. All other actions which have been instructed by the Council are not included, as they are deemed to be operational matters after the point of decision.

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
1.	Council 16.12.09 Article 19	<p><u>50m Swimming Pool</u></p> <p>The Council approved a number of recommendations regarding design and procurement issues relating to the 50m Pool. The Council agreed that the management of the project be transferred to Aberdeen Sports Village subject to (a) the provision of further legal and financial advice in respect of any potential risks to the Council; and (b) the other partners confirming their financial contribution to the project.</p> <p>The Council requested that Aberdeen Sports Village provide the Council with a report within four months on how they planned to drive the project forward. This is still awaited.</p>	<p>Please see <u>Appendix for full information.</u></p> <p>The Education, Culture and Sport Committee of 2 June 2011 approved the following recommendations:-</p> <p>(d) to approve funding of up to £8 million and this be met from the Non-Housing Capital Programme for the construction of a 10 lane pool subject to:</p> <p>(iii) officers reaching an agreement with partners in regard to the use of the facilities in light of the potential migration of swimming clubs to the new facility; and</p> <p>(iv) officers reaching an agreement on a Transfer Agreement Document, which</p>	Director of Enterprise, Planning and Infrastructure	24.03.10	

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
			<p>will formalise the transfer of responsibility for the delivery and operational phases of the 50 metre pool project to ASV Limited.</p> <p>(f) to instruct officers to report back to the next appropriate meeting of the Council in regard to the progress on the negotiations on items d(iii) and (iv) above.</p> <p>A progress report was considered by Council on 6 October 2011, which dealt with the above matters, as well as the latest position regarding negotiations with Aberdeenshire Council. Council approved the recommendations contained within the report and instructed officers to arrange a meeting of the 50m Pool Project Working Group as soon as possible.</p> <p>The request for a report from Aberdeen Sports Village on how they planned to drive the project forward (as referred to in the Council Decision column on the previous page) has been</p>			

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
			<p>superseded by events given that construction works have begun.</p> <p>It was recommended to Council in December 2011 that this item be removed from the Business Statement in view of the above information; however Council agreed to retain the item in order that members could be kept informed of discussions with Aberdeenshire Council regarding their funding contribution.</p> <p>At the Council meeting on 4 April 2012, the Council requested that an update be provided on the impact if Aberdeenshire Council did not proceed with a financial contribution to the 50m Pool.</p>			
2.	<p>Council 30.06.10 Article 16</p>	<p><u>The City Garden Project - Quarterly Progress Report</u></p> <p>The Council agreed to receive quarterly progress reports on the matter.</p>	<p>In light of the decision of Council of 22 August 2012, it is recommended that this item be removed from the business statement.</p>	<p>Director of Enterprise, Planning and Infrastructure</p> <p>Project Director, Economic and Business Development</p>	22.08.12	

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
3.	Council 09.02.12 Article 4	<p><u>Common Good Budget - 2012/13</u></p> <p>The Council, in approving the recommendations contained within the report with some minor amendments, agreed, amongst other things, to:-</p> <p>(i) instruct the Head of Finance to undertake a review of the level of cash balances that should be retained for a long term financial strategy, and report back to Council at an appropriate time; and</p> <p>(ii) instruct the Head of Finance to report back to Council on a proposed 5 year budget, taking account of the cash balance strategy to be adopted.</p>	<p>An internal audit report on the Common Good has recently been finalised and this recommendation is very closely aligned to the findings and recommendations contained therein. The audit report recommendations are to be completed by 31 December 2012 in order to be in place to inform the next budget setting process. A report will therefore be prepared for Council prior to the end of the calendar year in relation to this item.</p> <p>The recommendations are in the process of being reviewed and implemented and a full report will be contained within the Common Good draft budget report in December.</p>	Head of Finance	19.12.12	
4.	Council 09.02.12 Article 8	<p><u>Local Authority Trading Company (LATC)</u></p> <p>The Council agreed, amongst other things, that a Transition Plan be submitted to Council in autumn 2012 seeking final approval to transfer staff and services to the LATC.</p>	<p>A report is on the agenda.</p>	Director of Social Care and Wellbeing	10.10.12	10.10.12

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
5.	Council 13.06.12 Article 11	<u>UK City of Culture 2017</u> The Council approved the recommendations contained within the report which, amongst other things, instructed officers to prepare and submit a bid for UK City of Culture 2017, and to update Council regularly on progress.	A report is on the agenda.	Chief Executive Head of Communities, Culture and Sport	10.10.12	10.10.12
6.	Council 13.06.12 Article 13	<u>Draft Statement of Accounts 2011/12</u> The Council noted that the audited Statement of Accounts would be presented to the Audit and Risk Committee, along with the external auditor's report to members in the autumn, and would come back to a Council meeting thereafter.	Members are requested to note that given the timing of the final audit report, it is likely that this will now be reported to the Audit and Risk Committee on 27 November and Council on 19 December 2012.	Head of Finance	10.10.12	19.12.12

APPENDIX

ITEM 1 - 50m SWIMMING POOL

At its meeting of 27 April 2011, the Council agreed to delegate authority to the Education, Culture and Sport Committee to make all necessary decisions at its meeting on 2 June 2011, in order to keep the project on track, and that officers report accordingly.

The Education, Culture and Sport Committee of 2 June 2011 approved the recommendations contained within the report, as outlined below, and added an additional recommendation at d(v) "subject to officers receiving clarification from Aberdeenshire Council that their revenue funding contribution remains intact".

The report recommended:-

that the Committee -

- (a) note the content of the report;
- (b) note that the development cost, based on the most economically advantageous tender for the 10 lane option is £21,918,104 and for the 8 lane option is £21,638,104 compared to the previously reported estimated costs of £23,347,259 for the 10 lane option and £22,726,794 for the 8 lane option;
- (c) note that the total funding available from the other partners as detailed in section 5.3 of the report has increased from the previous total of £10 million reported to Council on 15 December 2010 to £14 million. This being the result of the University of Aberdeen increasing their contribution from £5 million to £8 million and Aberdeen Sports Village Ltd. (ASV Limited) agreeing to underwrite the shortfall of £1 million for the 10 lane option to ensure that the funding package can be secured. The remaining balance of external funding coming from a £5 million grant from **sportscotland**;
- (d) agree to approve funding of up to £8 million and this be met from the Non-Housing Capital Programme for the construction of a 10 lane pool subject to:
 - (i) the Corporate Asset Group, on behalf of the Corporate Management Team, managing the overall spend of the Non-Housing Capital Programme in 2011/12 to stay within approved spending limits and to take into account the future capital demand for this project in the budget process for 2012/13 and 2013/14;
 - (ii) the revenue support for the ongoing costs of the project being capped at £250,000 per annum at 2010/11 prices with a review of future indexation once the facility is nearing completion of the construction phase;
 - (iii) officers reaching an agreement with partners in regard to the use of the facilities in light of the potential migration of swimming clubs to the new facility; and
 - (iv) officers reaching agreement on a Transfer Agreement Document, which will formalise the transfer of responsibility for the delivery and operational phases of the 50 metre pool project to ASV Limited.
- (e) note that the most economically advantageous tender for the 50 metre pool project was submitted by Contractor A, and subject to the Committee agreeing to approve funding on the basis of recommendation (d), to instruct officers to arrange, in conjunction with Aberdeen University and Aberdeen Sports Village Ltd., to appoint Contractor A as the Principal Contractor, based on their tender figure for the 10 lane option which results in an overall development cost of £21,918,104;
- (f) **to instruct officers to report back to the next appropriate meeting of the Council in regard to the progress on the negotiations on items d(iii) and (iv) above; and**
- (g) to note that the provision of a 50 metre pool has been included within the scope of the Water Management Plan currently underway, and will also be included within the report to Committee, due on 15 September 2011. The Committee should be aware that historically there has been a recognition that the city has a greater number of swimming pools for the size of population than elsewhere. **sportscotland** is providing support to model the existing water provision and future needs. The recommendations will also take full account of the reducing revenue and capital budgets and the costs associated with the 50 metre pool and are likely to include a reduction in the number and range of facilities.

At its meeting on 17 August 2011, the Council agreed that the above information be added back in to the business statement, and noted that a report would be submitted to the meeting on 6 October 2011.

**COUNCIL
MOTIONS LIST
10 OCTOBER 2012**

Please note that this statement tracks all Notices of Motion (relevant to Council) submitted by members, until the point of disposal. The motion will remain on the statement until the Council has agreed to remove it.

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Decision of Council</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
1.	<p><u>Motion by Councillor McCaig</u></p> <p>“In recognition of his successful football career, including his position as the Scotland national team’s joint top goal scorer with thirty goals and as the only Scottish footballer to have been crowned European Footballer of the Year, Council agrees to bestow the Freedom of the City on Denis Law.”</p>	04.04.12	To instruct officers to report to a future meeting on the process of nominating candidates for Freedom of the City, detailing the relevant implications and merits of this nomination as well as the other two nominations submitted.	A report is on the agenda.	Head of Service, Office of Chief Executive	22.08.12	No
2.	<p><u>Motion by Former Councillor Hunter</u></p> <p>“That Council confers the Freedom of the City upon Paul Lawrie for his services to golf and to the city and for his charitable work.”</p>	04.04.12	To instruct officers to report to a future meeting on the process of nominating candidates for Freedom of the City, detailing the relevant implications and merits of this nomination as well as the other two nominations submitted.	A report is on the agenda.	Head of Service, Office of Chief Executive	22.08.12	No

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Decision of Council</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
3.	<p><u>Motion by Former Lord Provost Peter Stephen</u></p> <p>“That the Council confers the Freedom of the City on Professor Paul Mealor of the University of Aberdeen. Professor Mealor is well known having written the music for the hit song by the Military Wives which topped the music charts in December 2011 - this has brought huge credit to the city and the university, focussing on the military background which the UK are currently involved in.”</p>	04.04.12	To instruct officers to report to a future meeting on the process of nominating candidates for Freedom of the City, detailing the relevant implications and merits of this nomination as well as the other two nominations submitted.	A report is on the agenda.	Head of Service, Office of Chief Executive	22.08.12	No

DRAFT/

SOCIAL CARE AND WELLBEING COMMITTEE

7 September 2012

APPOINTMENT OF MEMBERS TO SUB COMMITTEES, GROUPS AND COUNCIL SUPPORTED TRUSTS AND BOARDS – CG/12/056

1. Reference was made to article 7 of the minute of meeting of the Statutory meeting of Council of 16 May, 2012 at which time Council referred the appointment of members to certain sub committees and working groups to the first meetings of the relevant committees. Accordingly, members had before them on this day, the minute extract from the aforementioned meeting of Council, and the Orders of Reference for the Adult Services Sub Committee and the Children's Services Sub Committee.

The Convener, seconded by Councillor Donnelly moved:-
that the Adult Services Sub Committee and the Children's Services Sub Committee be disbanded.

Councillor Kiddie, seconded by Councillor McCaig, moved as an amendment:-
that the Adult Services Sub Committee and the Children's Services Sub Committee be retained.

On a division between the motion and the amendment, there voted:- for the motion (8) – Convener, Vice-Convener; and Councillors Allan, Cooney, Donnelly, Jean Morrison MBE, Nathan Morrison and Taylor; for the amendment (7) – Councillors Blackman, Cameron, Delaney, Kiddie, McCaig and Townson.

The Committee resolved:

to adopt the motion.

In terms of Standing Order 36(3), Councillor Kiddie intimated that he wished the matter to be referred to Council for decision. Councillor Kiddie was supported by Councillors Cameron, Delaney, McCaig and Townson.

The Committee further resolved:

- (i) to agree to retain the Children's Panel Advisory Committee and that the members be Councillors Allan and Young; and
- (ii) to agree to retain the Children's Panel Training Advisory Committee and that the member be Councillor Young.

COUNCIL

16 MAY 2012

APPOINTMENT OF MEMBERS TO SPECIFIC SUB-COMMITTEES, GROUPS, COUNCIL SUPPORTED TRUSTS AND BOARDS - CG/12/056

6. The Council had before it a report by the Director of Corporate Governance which sought to assist elected members in making appointments to (a) certain sub-committees, working groups and task groups; (b) Council supported trusts; and (c) other organisations which required elected members to be appointed to them.

The report recommended:-

that the Council -

- (a) consider appointing members to the sub-committees, working groups and other groups shaded grey and in bold text within Appendix 1 to the report, by virtue of them requiring to be appointed by Council, or that they have meetings scheduled prior to the next meeting of the relevant committee;
- (b) refer the remaining sub-committees, working groups and other groups within Appendix 1 to the first meeting of the relevant committee as detailed in the far right hand column;
- (c) consider appointing members to the trusts listed in Appendix 2 to the report, noting the meeting dates detailed; and
- (d) consider appointing members to the boards listed in Appendix 3 to the report, noting the meeting dates detailed.

The Council resolved:-

- (i) to appoint members to the sub-committees, working groups and other groups shaded grey and in bold text within Appendix 1;
- (ii) to refer the remaining sub-committees, working groups and other groups to the first meeting of the relevant committee as detailed in the far right hand column; and
- (iii) to defer consideration of the appointment of members to the trusts and boards appended to the report for discussion between Group Leaders.

(Please note - for the purpose of this minute extract, only the sub-committees and groups relevant to the Social Care and Wellbeing Committee have been included in the following Appendix)

APPENDIX 1

**APPOINTMENT OF REPRESENTATIVES
TO SPECIFIC SUB-COMMITTEES AND GROUPS**

Group	Council Representatives Required	Additional Information	Relevant Committee
Adult Services Sub-Committee	8		Social Care and Wellbeing
Children's Panel Advisory Committee	2		Social Care and Wellbeing
Children's Panel Training Advisory Committee	1		Social Care and Wellbeing
Children's Services Sub-Committee	7		Social Care and Wellbeing

DRAFT

**ABERDEEN CITY COUNCIL
CHILDREN'S SERVICES SUB-COMMITTEE
ORDERS OF REFERENCE**

The Sub-Committee will undertake detailed scrutiny of matters relating to Children's Services, and make recommendations for approval to the Social Care and Wellbeing Committee, except where powers have been delegated by the Committee in respect of specific matters in which case the Sub-Committee will act within the terms of those powers.

**ABERDEEN CITY COUNCIL
ADULT SERVICES SUB-COMMITTEE
ORDERS OF REFERENCE**

The Sub-Committee will undertake detailed scrutiny of matters relating to Adult Services, and make recommendations for approval to the Social Care and Wellbeing Committee, except where powers have been delegated by the Committee in respect of specific matters in which case the Sub-Committee will act within the terms of those powers.

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ABERDEEN CITY COUNCIL

COMMITTEE:	Council
DATE:	10 October 2012
DIRECTOR:	Stewart Carruth
TITLE OF REPORT:	Appointment of a New Member to Aberdeen City Licensing Board
REPORT NUMBER:	CG/12/105

1. PURPOSE OF REPORT

The purpose of this report is to advise members of the resignation of a member of the Board and the procedure for electing a new member to the Licensing Board following that resignation.

2. RECOMMENDATION(S)

That the Council elect a new member to the Licensing Board.

3. FINANCIAL IMPLICATIONS

The cost of the new member's statutory training will be met from their training budget.

4. OTHER IMPLICATIONS

Each member of the Licensing Board must, within 3 months of being elected or re-elected undertake training and produce to the clerk to the Board their Scottish Licensing Board Members' Certificate (SCLBM) within 4 months and cannot take part in any Board proceedings until they have done so.

Training requires to be arranged for the new member as soon as possible and may necessarily require travel to an appropriate training centre.

5. BACKGROUND/MAIN ISSUES

At its meeting on 16 May 2012 the Council determined to have nine members on the Licensing Board.

A member of the Licensing Board may, at any time, resign by giving notice to the clerk of the Board and the clerk must give the Council a

copy of that notice. A Board member has resigned and the relevant notice is attached at appendix 1.

The resignation means that there is a vacancy in the membership of the Licensing Board.

Where there is such a vacancy the Council must, at its first meeting after the vacancy arises, hold an election to fill the vacancy. Members are therefore recommended to elect a new member to the Board.

6. IMPACT

Corporate – Election of a new member to the Licensing Board shall assist the Council in meeting its statutory requirements under the Licensing (Scotland) Act 2005 (“the Act”).

Public - This report may be of interest to members of the public as the Licensing Board discharges statutory functions under the Act regulating the sale of alcohol, regulating licensed premises and other premises where alcohol is sold and for connected purposes.

Equality and Human Rights - An Equality and Human Rights Impact Assessment was not prepared as the report has no impact in terms of the public sector equality duty or the equality strands.

7. BACKGROUND PAPERS

Schedule 1 to the Licensing (Scotland) Act 2005.

8. REPORT AUTHOR DETAILS

Paul Connolly
Solicitor
Litigation and Licensing Team

Email: pconnolly@aberdeencity.gov.uk
Tel: 01224 522357

Appendix 1

From: Bill Cormie
To: AMOLLISON@aberdeencity.gov.uk <AMOLLISON@aberdeencity.gov.uk>
Date: 27/08/2012 15:09
Subject: Alyson - Please accept my resignation from the Licensing Board – Bill

Alyson - Please accept my resignation from the Licensing Board - Bill

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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	10 October 2012
LEAD OFFICER	Chief Executive
TITLE OF REPORT	Appointments
REPORT NUMBER:	OCE/12/022

1. PURPOSE OF REPORT

To bring before the Council a proposed change of representative on the Association for Public Service Excellence (APSE).

2. RECOMMENDATION

That the Council agrees that Councillor Ramsay Milne replaces Councillor Barney Crockett as the Council's representative on the Association for Public Service Excellence (APSE).

3. FINANCIAL IMPLICATIONS

As noted in the original reports to the Statutory Meeting of the Council on 16 May 2012, the financial implications associated with the subject matter of this report are negligible.

4. OTHER IMPLICATIONS

There are no other implications to this report.

5. BACKGROUND/MAIN ISSUES

At the Statutory Meeting on 16 May 2012, Council considered reports on the appointment of members to specific sub-committees, groups, Council-supported trusts and boards (CG/12/056) and on the appointment of representatives to outside bodies (CG/12/057).

With regard to the former report, Council resolved to defer consideration of the appointment of members to the trusts and boards appended to that report for discussion amongst Group Leaders. With regard to the latter report, Council resolved to agree that a meeting of Group Leaders be held in early course to agree the appointment of members to the various bodies listed in appendices appended to that report.

Following a meeting of the Group Leaders on 23 May 2012, at its meeting of 1 June 2012 the Urgent Business Committee considered a report by the Chief Executive on appointments (OCE/12/009). One of the appointments agreed by the Urgent Business Committee was Councillor Crockett's as the Council's representative on APSE along with the related appointment as the Council's representative on APSE's National Advisory Group on Citizen Engagement.

The Council is now asked to agree that Councillor Milne replaces Councillor Crockett as the Council representative on APSE. The organisation has confirmed that the City Council representative (previously former Councillor John Stewart) will continue to serve as the Vice Chair of APSE Scotland until 2013. The post attracts remuneration of £1,000 a year.

APSE has also confirmed that the seat on the organisation's national Advisory Group on Citizen Engagement previously occupied by former Councillor John Stewart has now been filled by a representative from another council.

6. IMPACT

Representation on the various sub-committees, trusts, boards and outside bodies assists the Council in fulfilling its role in delivering the Single Outcome Agreement.

7. BACKGROUND PAPERS

None

8. REPORT AUTHOR DETAILS

Ciaran Monaghan
Head of Service, Office of Chief Executive
cmonaghan@aberdeencity.gov.uk
01224 (52) 2293

CORPORATE POLICY AND PERFORMANCE COMMITTEE

27 SEPTEMBER 2012

POLICE AND FIRE REFORM – OCE/12/018

1. The Committee had before it a report by the Chief Executive which provided an update on the Police and Fire Reform (Scotland) Act 2012 and detailed the responsibilities placed on local authorities by the Act. The report advised that Council would be requested at its meeting on 10 October 2012 to revise the Orders of Reference of the Corporate Policy and Performance Committee to provide it with the necessary powers to discharge the Council's responsibilities in relation to the Scottish Police Authority, the Police Service of Scotland and the Scottish Fire and Rescue Service.

The report recommended:-

That the Committee:

- (a) notes that Council will be requested at its meeting on 10 October to revise the Orders of Reference of the Corporate Policy and Performance Committee to provide it with the necessary powers to discharge on behalf of the Council its responsibilities in relation to the Scottish Police Authority, the Police Service of Scotland and the Scottish Fire and Rescue Service;
- (b) agrees, subject to the decision of Council, that briefing sessions on police and fire matters be arranged for members of the Committee during late October and early November ahead of reports relating to Police and Fire Reform being brought to Committee for consideration at its meeting on 29 November 2012;
- (c) agrees, subject to the decision of Council, that the arrangements for discharging the Council's responsibilities in relation to the Police and Fire Reform (Scotland) Act 2012 should be kept under review as the Council's relationship with the Scottish Police Authority, the Police Service of Scotland and the Scottish Fire and Rescue Service develops.

At this juncture, Councillor Greig proposed an addendum to the recommendations, namely recommendation (d), as follows:-

"In order to action recommendations (a) to (c), to recommend to Council the establishment of a working group comprising the Aberdeen City Council members of Grampian Joint Police Board and Grampian Fire and Rescue Board – with their existing substantive and substitute member arrangements – which will be set up to deal with questions on transition under the police and fire legislation. The purpose of the Working Group is to formulate recommendations for the Council in this new area of Council business and so that the Council can effectively

identify, address and tackle the policing, fire safety and public safety priorities and needs of the people of Aberdeen. The business of the Working Group will include committee orders of reference, training and resource requirements, any other issue for discharging the Council's statutory responsibilities. The working group will seek assistance from the offices of the Clerks of both Boards, Grampian Fire and Rescue Service, Grampian Police and relevant Council officials. The working group will operate at least until April 2013 and will report back to Council, Corporate Policy and Performance Committee and elsewhere as and when required."

The Committee resolved:-

to recommend to Council approval of recommendations (a) to (c) contained in the report, along with the additional recommendation (d) listed above.

DRAFT

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	10 October 2012
LEAD OFFICER	Chief Executive
TITLE OF REPORT	Police and Fire Reform
REPORT NUMBER:	OCE/12/021

1. PURPOSE OF REPORT

This report updates the Council on the Police and Fire Reform (Scotland) Act 2012 (the Act) and details the responsibilities the Act places on local authorities.

The report requests that the Council agrees to revise the Orders of Reference of the Corporate Policy and Performance Committee to provide it with the necessary powers to discharge on behalf of the Council its responsibilities in relation to the Scottish Police Authority, the Police Service of Scotland and the Scottish Fire and Rescue Service.

2. RECOMMENDATION

That the Council agrees to revise the Orders of Reference of the Corporate Policy and Performance Committee to provide it with the necessary powers to discharge on behalf of the Council its responsibilities in relation to the Scottish Police Authority, the Police Service of Scotland and the Scottish Fire and Rescue Service

3. FINANCIAL IMPLICATIONS

There are no immediate financial implications to this report but the financial implications of discharging the Council's responsibilities under the Act will be kept under review and reports will be brought to the appropriate Committee as required.

4. OTHER IMPLICATIONS

The implications for Council officers in involvement in the preparation of reports to Committee, particularly in relation to the local police plan and the local fire and rescue plan will be kept under review as discussions in relation to the Police Service of Scotland and the Scottish Fire and Rescue Service continue.

The discharging of the Council's responsibilities in relation to the Act will be of direct relevance to the delivery of the Council's responsibilities in relation to Community Planning, the Single Outcome Agreement and the Five Year Business Plan.

5. BACKGROUND/MAIN ISSUES

The Police and Fire Reform (Scotland) Act 2012 received Royal Assent on 7 August 2012. The Police Service of Scotland and the Scottish Fire and Rescue Service become operational from 1 April 2013.

The Scottish Government's stated aims for the new services are that they will:

- protect and improve frontline services for local communities against the backdrop of severe budget reductions by the Westminster government
- keep communities safer by providing more equitable access across Scotland to specialist support, expertise and national capacity when it is needed
- strengthen the links between the police and the fire and rescue service and the communities they serve
- provide clearer national governance.

In making provision about policing and about fire and rescue services, the Act places a range of responsibilities on local authorities. The key relevant measures include:

- i. The Chief Constable is responsible, and must account to the Scottish Police Authority, for the policing of Scotland. The Chief Constable must designate local commanders and ensure that adequate arrangements are in place for the policing of each local authority area;
- ii. The Scottish Police Authority must prepare a strategic police plan and must send a copy of the draft plan to each local authority, inviting recipients to comment on the draft. The Scottish Police Authority must have regard to any comments received.
- iii. For each local authority area the Chief Constable must, after consulting the local authority, designate a local commander;
- iv. The local commander must involve the local authority in the setting of priorities and objectives for the policing of its area;
- v. A local authority may monitor and provide feedback to the local commander on the policing of its area;
- vi. A local authority may specify policing measures that it wishes the local commander to include in a local policing plan;
- vii. A local commander must provide to the local authority such reports, statistical information and other information about policing of its area as the local authority may reasonably require.

- viii. The Chief Constable must delegate the carrying out of the chief Constable's functions in relation to Community Planning in each local authority area to the local commander for that area.
- ix. A local commander must prepare and submit a local police plan to the relevant local authority for approval.
- x. The local commander and the local authority may agree to modify an approved local police plan at any time.

and

- xi. The Scottish Fire and Rescue Service must prepare a strategic plan and must send a copy of the draft plan to each local authority, inviting recipients to comment on the draft and having regard to the comments received.
- xii. The Scottish Fire and Rescue Service must ensure that there are adequate arrangements in place for the carrying out of its functions in each local authority area and must involve each local authority in determining priorities and objectives for the Service in connection with carrying out its functions in the local authority's area.
- xiii. The Scottish Fire and Rescue Service must prepare a local fire and rescue plan for each local authority area.
- xiv. The Scottish Fire and Rescue Service must submit a local fire and rescue plan for approval to the local authority for the area to which the plan relates.
- xv. The Scottish Fire and Rescue Service must give to a local authority such information or reports relating to the carrying out of the Service's functions in the local authority's area as the authority may reasonably request.
- xvi. After consulting the local authority, the Scottish Fire and Rescue Service must designate an employee of the Service as local senior officer for each local authority area for the purpose of carrying out on behalf of the Service delegated functions including –
 - the preparation and review of the local fire and rescue plan
 - the provision of information to the local authority
 - the receiving of feedback from the local authority
 - the Scottish Fire and Rescue Service's functions relating to its duty to participate in Community Planning
- xvii. A local authority may monitor and provide feedback to the Scottish Fire and Rescue Service on the manner in which the Service carries out its functions in the authority's area

Given that the current Orders of Reference of the Corporate Policy and Performance Committee include partnership working, the community planning process and, where requested, monitoring and scrutinising performance it is suggested that with revised Orders of Reference, the Committee is best placed to discharge the Council's responsibilities in relation to the Act.

It is therefore recommended that the Council agrees to revise the Orders of Reference of the Corporate Policy and Performance Committee to provide it with the necessary powers to discharge on behalf of the Council its responsibilities in relation to the Scottish Police Authority, the Police Service of Scotland and the Scottish Fire and Rescue Service. Attached at Appendix 1 are the suggested revised Orders of Reference for the Committee with the additional powers listed at point 27.

The Corporate Policy and Performance Committee at its meeting of 27 September 2012 considered a report by the Chief Executive on this matter (OCE/12/018) and noted that the request to revise the Orders of Reference would be brought to Council.

In addition, the Committee agreed, subject to the decision of Council, that briefing sessions on police and fire matters would be arranged for members of the Committee during late October and early November ahead of reports relating to Police and Fire Reform being brought to the Corporate Policy and Performance Committee for consideration at its meeting on 29 November 2012.

The Committee also agreed, subject to the decision of Council, that the arrangements for discharging the Council's responsibilities in relation to the Police and Fire Reform (Scotland) Act 2012 should be kept under review as the Council's relationship with the Scottish Police Authority, the Police Service of Scotland and the Scottish Fire and Rescue Service develops.

6. IMPACT

As noted above, the subject matter of this report is relevant to the Council's work in relation to Community Planning, the Single Outcome Agreement and the delivery of the Five Year Business Plan. The subject matter of the report will be of interest to the public.

7. BACKGROUND PAPERS

The Police and Fire Reform (Scotland) Act 2012. Available [here](#).

8. REPORT AUTHOR DETAILS

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CORPORATE POLICY AND PERFORMANCE COMMITTEE ORDERS OF REFERENCE

1. To develop and approve corporate policy and strategies including partnership working, and HR policies except those specified as relating to teaching staff and falling within the remit of the Education, Culture and Sports Committee.
2. To oversee the community planning process.
3. To agree and monitor neighbourhood community action plans.
4. To ensure involvement of community, neighbourhood networks and partners in Committee decision making.
5. To be accountable for the services provided by the Corporate Governance Service except internal audit.
6. To receive and scrutinise performance information for the Corporate Governance Service (with the exception of budget monitoring reports).
7. To be accountable for the services provided by the Office of Chief Executive.
8. To receive and scrutinise performance information for the Office of Chief Executive.
9. To oversee the provisions of the Code of Conduct for Elected Members including the taking of action in regard to allegations of misconduct and the introduction of any guidance, policy or procedures in accordance with the provisions of the Code.
10. To oversee the implementation of the Five Year Business Plan.
11. To approve a plan for Best Value Audits and to consider performance outcomes from the Audit.
12. To ensure the Council meets its obligations in terms of Corporate Governance compliance.
13. To ensure that the Council meets its responsibilities in terms of Best Value legislation.
14. To monitor annually performance and consistency between service committees.
15. Where the Chief Executive or Council so request, to monitor and scrutinise particular performance or service delivery matters.
16. To receive reports on whistleblowing and other investigations.
17. To instruct such performance information as the Committee requires to fulfil its remit.
18. To ensure that in fulfilling this remit the Committee has regard to statutory requirements such as the Local Government in Scotland Act 2003, in relation to Best Value and continuous improvement.

19. To ensure the Council meets its legal obligations through:-
 - (a) The approval of a fraud policy and monitoring its implementation; and
 - (b) Commissioning investigations to secure value for money in the delivery of services.
20. To oversee the processes by which services are exposed to competition and costs are let, where the Council itself is a bidder for the work.
21. The Committee will refer business items relating to service delivery issues to the appropriate committees, while reserving the function of monitoring performance of those other committees in dealing with items so referred.
22. To receive external performance reports, and ensure any necessary action, unless service specific.
23. To receive reports from the Commission of Local Administration in Scotland and ensure any necessary action.
24. To maintain an overview of the Code of Guidance on Funding External Bodies and Following the Public Pound - Review of the allocation of grants to outside bodies.
25. The Committee is charged with the responsibility for corporately monitoring and validating the activities of other Standing Committees relating to the development and implementation of processes for achieving Continuous Improvement (including Best Value) in the design and delivery of services and in the development of measures to achieve social inclusion and sustainable development, and generally with the promoting, in a visible and challenging manner, the development of Continuous Improvement (including Best Value) in all its senses.
26. The committee will have the responsibility of monitoring:-
 - (a) the development and implementation of new systems for ensuring performance management and quality assurance in the Council's structure for service delivery;
 - (b) the due influencing of service delivery, planning and strategic development;
 - (c) the planning and progress of service reviews and the implementation of action plans arising from those reviews;
 - (d) arrangements for achieving Value for Money, Continuous Improvement and Best Value in services provided by external contractors; and
 - (e) the adoption and implementation of the management framework for planning, implementing, monitoring, reporting and reviewing delivery
27. In respect of the Council's responsibilities in relation to the Scottish Police Authority, the Police Service of Scotland and the Scottish Fire and Rescue Service under the Police and Fire Reform (Scotland) Act 2012:-

- (a) to comment on the strategic police plan and the strategic fire and rescue plan when consulted by the relevant national authority;
- (b) to respond to consultation by the Chief Constable on the designation of a local commander and by the Scottish Fire and Rescue Service on the designation of a local senior officer;
- (c) to be involved in the setting of priorities and objectives for the policing of Aberdeen and for the Scottish Fire and Rescue Service for the undertaking of its functions in Aberdeen;
- (d) to specify policing measures the Council wishes the local commander to include in a local policing plan;
- (e) to approve a local police plan submitted by the local commander and to approve a local fire and rescue plan prepared by the local senior officer and submitted by the Scottish Fire and Rescue Service;
- (f) to monitor service provision and delivery in Aberdeen and provide feedback to the local commander and the local senior officer;
- (g) to consider reports, statistical information and other information about the policing of Aberdeen and the undertaking of the Fire and Rescue function in Aberdeen provided in response to the Council's reasonable requests;
- (h) to agree, with the local commander, modifications to an approved local police plan at any time; and
- (i) to liaise with the local commander and local senior officer with regard to the undertaking by them of the community planning duties of the Chief Constable and the Scottish Fire and Rescue Service.

10/10/12

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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	10 October 2012
LEAD OFFICER	Chief Executive
TITLE OF REPORT	City of Culture 2017 Sub Committee
REPORT NUMBER:	OCE/12/025

1. PURPOSE OF REPORT

This report sets out the proposed arrangements for the establishment of a City of Culture 2017 Sub Committee, explaining the purpose and remit of the Committee, and the anticipated timescales for the submission of a bid.

2. RECOMMENDATION(S)

It is recommended that Council:

- (a) Approves the establishment of the City of Culture 2017 Sub Committee.
- (b) Approves the remit of the Sub Committee as appended to the report
- (c) Approves the membership of the Committee as comprising group leaders and the Lord Provost, with officer support as described in the body of the report.
- (d) Appoints a Chair of the Sub Committee.
- (e) Agrees that the Sub Committee will meet once per Committee cycle, with the date of the first meeting being set in consultation with the Chair.

3. FINANCIAL IMPLICATIONS

On 13th June 2012, Council approved revenue expenditure of £149,620 in 2012/13 and £392,370 in 2013/14 in support of the development of a bid for UK City of Culture 2017. The report also identified the following:

Additional support

- Dedicated staff time to support the bid team as required across the directorates.
- The existing contribution to culture and sport commissioned services and staff time.
- The current Council investment in cultural and sports grants valued at £479,029 in 2011/12 will support the community

based cultural organisations to achieve the step change required.

External support

- Previous bidding cities have received additional support from their respective national tourism and events bodies: research suggests that this may be the case for Aberdeen bidding for the UK City of Culture 2017 title.
- External staff and in kind support from cultural partners in Scotland's cities, the local Universities, the national performing companies and local cultural organisations.
- The bid development team includes an officer with a specific remit to raise funds from external partners to support the bid development and programme.

The estimated costs of delivering a UK City of Culture programme in 2017 will be included in the draft initial bid, and be brought to a future committee for consideration.

Creative Scotland has committed additional financial support of £250,000 to support the City's placemaking aspirations: this will complement the development of a bid. This funding will also support the current Cultural Asset mapping work commissioned by the Council.

Should the recommendations in this report be approved, the Sub Committee will require the support of Committee Services.

4. OTHER IMPLICATIONS

There are no other identified implications at this stage.

5. BACKGROUND/MAIN ISSUES

5.1 Council approval

- 5.1.1 On 13th June 2012 Council approved a series of recommendations with regard to a bid for UK City of Culture 2017, to be submitted by Aberdeen City Council. The report highlighted the benefits to be gained from the bidding process, and the likely requirement that a bid should be led, coordinated and submitted by Aberdeen City Council to meet the requirements of the DCMS (Department of Culture, Media and Sport)

5.2 Timescales

- 5.2.1 Officers are still awaiting publication of the guidance for the bid process for UK City of Culture 2017. The opening of the competition was expected to have been announced in the summer of 2012 to coincide with the 2012 Olympic celebrations. However, this delay has not affected the Councils ability to progress with implementing the

necessary arrangements which will enable us to develop a bid, with the phased bidding process expected to be completed by winter 2013, with the final stage of the competition to be held in Derry towards the end of their year of UK City of Culture in 2013.

5.3 Progress to date

- 5.3.1 All job descriptions pertaining to the bid team, as described in the Council report of 13th June, have been completed and are in the process of being evaluated. The UK City of Culture Bid Manager interviews will be held on the 5th November, with all further appointments to follow. Officers are currently working on the business case for the UK City of Culture 'public face', and have commissioned research to support the expenditure for the Creative Scotland placemaking funding allocation. This Cultural assets mapping work will be completed in spring 2012 and will significantly inform the programming and capital infrastructure requirements for a bid.

Currently, criteria for the expenditure of cultural grants are being considered for the period 2013/14, which will support the step change required to evidence our capabilities. The EU funded project, Lively Cities, and other international partnership projects are enabling officers to develop innovative and original projects which will also support that step change.

5.4 Remit of the UK City of Culture Sub Committee

- 5.4.1 This Council report provides a remit for the UK City of Culture Sub Committee which will provide a robust framework of governance and reporting for the bid.

The UK City of Culture Sub Committee will have the lead responsibility to monitor and oversee all aspects relating to Aberdeen City Council's lead role in a bid for UK City of Culture 2017. This includes, but is not limited to, monitoring the activity of the UK City of Culture bid project board and working groups, as described in the appendix to this report.

The Sub Committee will have the authority to approve and implement the following in relation to a bid for UK City of Culture:

- A project plan for the delivery of a UK City of Culture bid.
- Financial projections and plans.
- Assessing, agreeing and establishing the infrastructure requirements for the bid and work pertaining, the staff teams attached to the bid, and the work of cultural partners pertaining to bid development.
- Where appropriate, commission research in support of a bid, to support the decision making process.

The Sub Committee will have responsibility to agree and establish the bid project board, the membership of which is proposed below.

The Sub Committee will approve and submit to Council for approval the bid for UK City of Culture according to the timescales (to be published) by the DCMS.

The Sub Committee will ensure the best interests of the cultural sector, in relation to the bid, are represented at Council, and where appropriate may refer items to this, or other relevant committee or sub committee for consideration. The Sub Committee will have the lead role in ensuring a bid for UK City of Culture 2017 is integrated into all aspects of community planning through the 'Smarter' theme. Furthermore, the Sub Committee will ensure that the City's aspirations to ensure all citizens have the opportunity to influence the process, and to benefit from the bid, are integral to all planning and delivery.

5.5 Representation on the Sub Committee, officer and external involvement

5.5.1 Elected member representation on the Sub Committee will comprise group leaders and the Lord Provost. Officer representation will be led by Valerie Watts, Chief Executive, with the Director, Education Culture and Sport, and other officers as required and requested. The Bid Manager, on appointment, will have a day to day role in co-coordinating the work of the Sub Committee.

It is not expected, as the local authority must be the lead body for the submission of a bid, that external organisations will be represented. However, where requested, the Sub Committee will provide a direct interface with particular cultural organisations, locally and nationally.

The proposed composition of the Bid Project Board is attached, for information. This will be considered by the UK City of Culture Sub Committee and approved accordingly.

5.6 Proposed structure – Bid project board

5.6.1 It is proposed that the Bid project board comprises the following partners: Aberdeenshire Council, Creative Scotland, the University of Aberdeen, Robert Gordons University, Aberdeen College, TACA representative, ACVO, the Harbour Board, ACSEF, Aberdeen Performing Arts, Aberdeen Journals, Event Scotland, Visit Scotland, and officers and Elected Members from Aberdeen City Council.

6. IMPACT

This report relates to 'Aberdeen – the Smarter City'

- We will improve access to and increase participation in arts and culture by providing opportunities for citizens and visitors to experience a broad range of high quality arts and cultural activities

- We aspire to be recognised as a City of Culture, a place of excellence for culture and arts by promoting Aberdeen as a cultural centre hosting high quality and diverse cultural events for the whole community and beyond

The scope of this opportunity encompasses culture in its widest sense, including Arts, Sports, Technology, Education, Tourism and heritage.

The report links to Outcome 13 in the Single Outcome Agreement – ‘We will take pride in a strong, fair and inclusive national identity’

The development of the bid will provide opportunities for community engagement with schools and communities to enable citizens to actively shape what the City of Culture can mean for them. This will provide opportunities for innovative approaches to budgeting and decision making to transform local communities. This will link to the city’s Learning Strategy, support the experiences and outcomes of the Curriculum for Excellence and impact on the outcomes of the city’s Anti-poverty strategy.

The report also has a significant impact on our ability to support the delivery of the city’s Cultural Strategy, ‘Vibrant Aberdeen’. This strategy is aspirational in its outlook, ambitious in its plans for improving the cultural life of the City, and the social and economic benefits associated with the arts and cultural activity. The strategy enhances the city’s strong cultural tradition and develops the cultural life and tourism for the benefit of practitioners, residents and visitors.

7. BACKGROUND PAPERS

UK City of Culture, Education, Culture and Sport Committee 24th
November 2009
UK City of Culture 2017, Council, 13th June 2012

8. REPORT AUTHOR DETAILS

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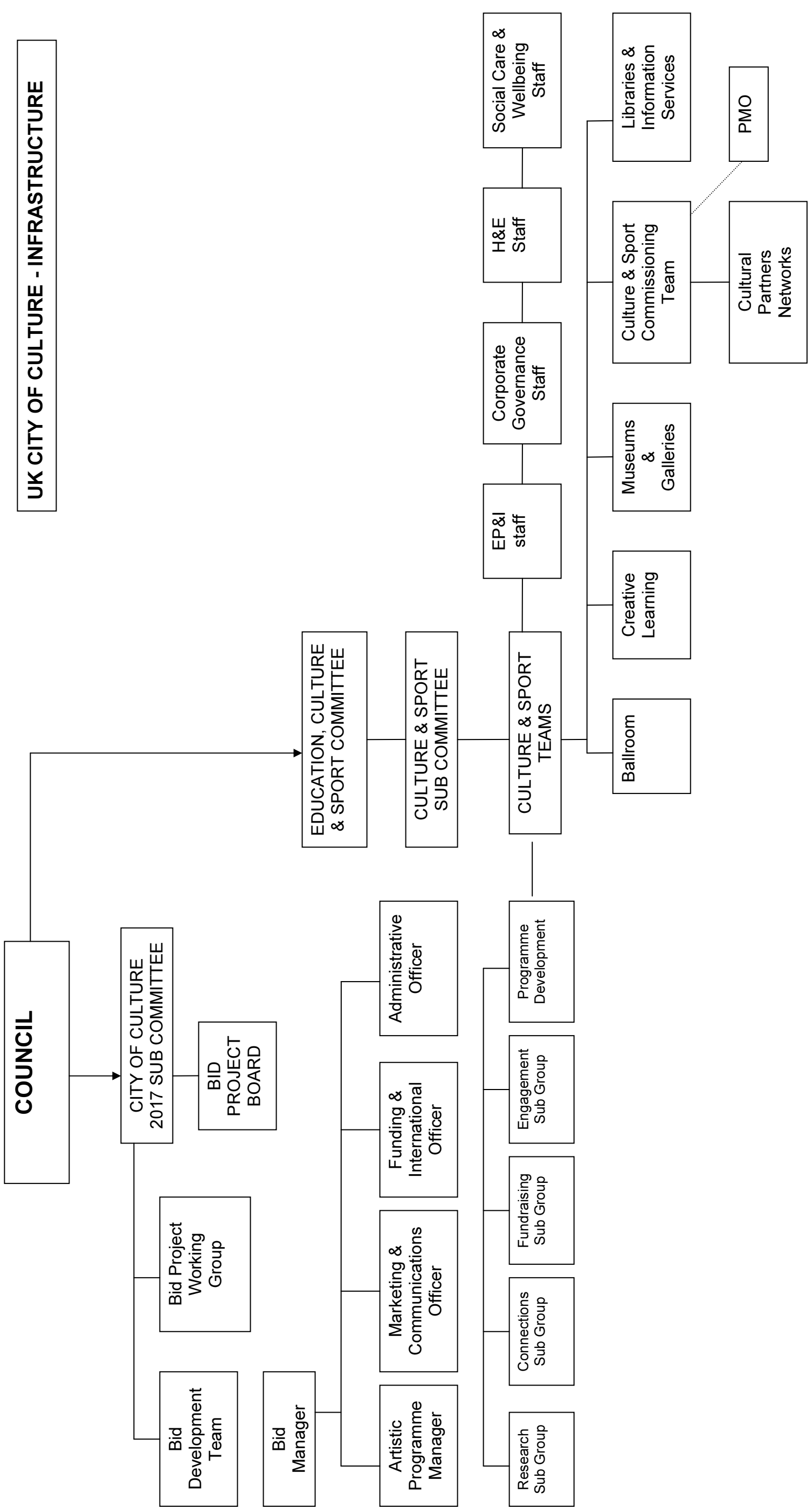
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**ABERDEEN CITY COUNCIL
CITY OF CULTURE 2017 SUB COMMITTEE
ORDERS OF REFERENCE**

1. To monitor and oversee all aspects relating to the development of Aberdeen City Council's bid for UK City of Culture 2017 within the approved budget, with the final bid to be submitted to Council for approval. This does not apply in respect of matters which fall within the remit of a Committee of the Council, or which are delegated to officers unless such delegation is removed by the Council.
2. To establish the bid project board and working groups and to monitor their activities.

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UK CITY OF CULTURE - INFRASTRUCTURE



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DRAFT/

AUDIT AND RISK COMMITTEE

25 SEPTEMBER, 2012

PENSIONS PANEL REMIT (CG/12/090)

With reference to article 8 of the minute of meeting of the Pensions Panel of 5 March, 2012 the Committee had before it a report by the Director of Corporate Governance which advised members that the Pensions Panel had requested that its remit be extended to enable the audit reports relating to the Pension Fund to be submitted to it, rather than this Committee.

The report recommended –

that the Committee advises Council if it is supportive of the recommendation of the Pensions Panel.

The Committee resolved:

to recommend to Council that the request of the Pensions Panel to extend its remit be rejected.

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ABERDEEN CITY COUNCIL

COMMITTEE	Audit and Risk
DATE	25 September, 2012
DIRECTOR	Director of Corporate Governance
TITLE OF REPORT	Pensions Panel Remit
REPORT NUMBER:	CG/12/090

1. PURPOSE OF REPORT

To advise the Committee of a recommendation by the Pensions Panel that audit reports be submitted to the Panel rather than, as happens at the moment, to both Panel and this Committee.

2. RECOMMENDATION

That the Committee advises Council if it is supportive of the recommendation of the Pensions Panel.

3. FINANCIAL IMPLICATIONS

There are none.

4. OTHER IMPLICATIONS

It is likely that further changes to the Orders of Reference of Committees will be made when the Administration reports on its proposals for Committee structures later in the year.

5. BACKGROUND/MAIN ISSUES

5.1 At present, the remit for all matters pertaining to internal and external audit lie with this Committee.

5.2 At its meeting on 5th March, 2012, the Pensions Panel considered a report on the publication of guidance from the Scottish Government which subjected the Pension Fund to a separate audit process; as a result of this, the Panel has recommended that, instead of the audit outcome being reported to both the Panel and to this Committee, the responsibility for the audit of the Pension Fund should rest solely with

the Pensions Panel. Reports may still be submitted to this Committee, but only for information.

- 5.3 Any decision to amend Orders of Reference is one for the Council itself. This Committee is now requested to consider the attached remit from the Pensions Panel and advise Council if it is supportive of the Panel's recommendation.

6. IMPACT

It is the view of the Pensions Panel that amending the Orders of Reference as it has proposed will enhance the scrutiny attached to the audit process, given the specialist training which Panel members receive.

7. BACKGROUND PAPERS

There are none.

8. REPORT AUTHOR DETAILS

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Pensions Panel

5 March, 2012

AUDIT REPORTING

8. The Panel had before it a report which sought agreement to the extension of the remit of the Pension Panel with regarding to audit control of the North East Scotland Pension Fund.

The Pensions Manager introduced the report and advised that, following the publication of guidance from the Scottish Government in January 2011, the Pension Fund is now subject to a separate audit process. For the period 2010/11 the External Auditor reported the outcome of this audit to both the Pensions Panel and the Aberdeen City Council Audit & Risk Committee and, in order to streamline governance arrangements, it is recommended that this be amended to report in the first instance to the Pensions Panel and copy all reporting to the City Council Audit and Risk Committee. This will ensure that the knowledge and expertise of Pensions Panel Members is available to enhance the scrutiny attached to the audit process.

The Panel Resolved:-

- (i) to approve the extension of the Pension Panel remit
- (ii) to instruct officers to take forward a report to the Aberdeen City Council Audit & Risk Committee seeking formal approval for the transfer of responsibility
- (iii) to agree that a copy of all audit work in relation to the Pension Fund is copied to the Aberdeen City Council Audit & Risk Committee in line with good fund governance guidance.

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ABERDEEN CITY COUNCIL

COMMITTEE	Zero Waste Management Sub-Committee and Council
DATE	3rd and 10th October 2012
DIRECTOR	Pete Leonard
TITLE OF REPORT	Outline Business Case for Waste Treatment Facilities
REPORT NUMBER:	ZWM/12/005 and H&E/12/070

1. PURPOSE OF REPORT

The purpose of this report is to provide members with the findings and recommendations of the Outline Business Case (OBC) that the Zero Waste Sub-Committee instructed officers to produce at the meeting held on 15 February 2012.

The OBC provides the framework for contracting new waste and recycling infrastructure that is required to reduce the increasing costs currently faced and to enable compliance with the Waste (Scotland) Regulations 2012, including the ban on landfilling biodegradable waste from 2020. The regulations implement the ambitious transformation from a throwaway society to one where the value in everything we throw away is recovered outlined in the Scottish Government's Zero Waste Plan.

2. RECOMMENDATIONS

The Zero Waste Management Sub-Committee is asked to support the proposals contained in the report, making any observations/comments for onward submission to the Council meeting on the 10th of October.

The Council on 10th October is recommended to

1. Adopt the following reference case, further defined in the OBC, as the reference for the next phase of Zero Waste Management Project:

Reference Case:

- Construct a new, local windrow composting plant delivered within Waste Management Services Contract
- Construct a new, local In-Vessel Composting plant delivered within Waste Management Services Contract

- Construct a new, local MRF (inc. glass) delivered within Waste Management Services Contract
 - Construct facilities for the interim export of waste, delivered within Waste Management Services Contract
 - Resolve site, planning and financing issues and procure a new Energy from Waste (EFW) facility in Aberdeen for delivery around 2020
2. Instruct officers to make resources available before budgets for 2013/14 are agreed to progress the Zero Waste Project, including the appointment of specialist advisors, dedicated posts (where relevant) and project team support and that the source of this finance (capital or revenue) is agreed.
 3. Instruct officers, once project management resources are in place, to open negotiation with the Waste Management Services Contractor regarding changes to the Waste Management Service Contract, with the objective of delivering more cost effective solutions for Green waste, Food Waste and recyclable materials, and interim arrangements for residual waste export as set out in the OBC;
 4. Instruct officers, once project management resources are in place, to produce a more detailed business case for a local EfW/Combined Heat and Power (CHP) plant and submit this to the appropriate committee(s) for approval; and
 5. Instruct officers, once the revised EfW business case is approved and project management resources are in place, to undertake a formal procurement for a local EfW/CHP plant for Aberdeen.

3. FINANCIAL IMPLICATIONS

The adoption of the recommendations in the OBC will have significant financial implications for the Council in the short, medium and long term:

Short Term (1-2 years).

Waste Management Services Contract Variation costs. External support costs (legal, technical and financial) will be incurred during the negotiation to vary the Contract. These have been modelled to be £40K and are anticipated to be able to be adsorbed within existing budgets in 2012/13 and 2013/4.

Investment requirements for new facilities. Immediate investment is required for the development of the Grove Nursery Recycling Centre

(currently funded through the Revenue budget with enabling works already underway) and a new North of city Recycling Centre. In addition, investment is required to support the expanded Food Waste Collection; this will be the subject of a separate Business Case to be submitted to Housing and Environment Committee in October. Approx. £3M is required for the Recycling Centres and the financial case (summarised below) identifies a mechanism for funding without adverse impact on the Capital Plan

Medium Term (1-5 years)

New procurement costs. The Reference Case identifies the need for a new procurement for residual treatment services and a provision sum of £3M has been identified in the financial model. For modelling purposes only this has been identified as a cost pressure on the revenue budget, however, other mechanisms such as capitalisation or inclusion in the debt funding package will be considered.

Investment requirements for new facilities. This phase sees the delivery of substantial infrastructure in Aberdeen. The financial case estimates that up to £16.3M will be required to construct these facilities; the mechanism to be used to fund this is provided below.

Savings against base case from change in recycling and organic services and interim management of residual waste. The implementation of new recycling and organic (food) waste services as well as the introduction of export of residual waste for incineration will reduce the cost of managing these wastes compared to the 'Do Nothing' base case. The extent of this saving will be determined following negotiation with the Waste Management Services Contractor.

Long Term (5-25 years)

Investment requirement for EfW/CHP facility. The capital cost of the EfW/CHP facility will vary greatly dependent upon type of technology and service offered by tenderers. An estimate of between £30M and £70M has been provided in the Financial Case. This scale of finance is not considered to be viable from within Council borrowing capacity and so is likely to be externally financed through the contracting process. More detail and analysis of this element will be undertaken in the proposed Business Case for EfW/CHP.

Savings from implementation of residual treatment facilities. The Economic Case, based on a series of conservative (high) cost estimates demonstrates that the Reference Case will deliver £8.527 M savings over the term of the OBC. It should be noted that this is a nominal comparison given that the Base Case is, in effect, not viable beyond 2020 when regulation will ban landfill of general waste. The key conclusion from the OBC is that a more affordable solution is available than the 'Do-Nothing' Scenario.

The following Table lays out the range of services and infrastructure to be delivered through adoption of the reference case with indicative timescale for introduction.

4. OTHER IMPLICATIONS

The adoption of the Reference Case will:

- Allow the introduction of Food Waste Collections to all households in Aberdeen by 2015
- Allow the introduction of a Co-mingled Recycling collection for all households in Aberdeen by end of 2015/16
- Increase recycling rates to a minimum of 56% by 2025
- Reduce landfill to a de minimis level (less than 5% 2015)
- Allow compliance with new regulations banning landfill of general waste after 2020
- Provide the opportunity to deliver low-carbon heat and power to businesses and housing in Aberdeen from 2020

There are implications for the existing Waste Management Services Contract. This services delivered under the contract will be substantially reconfigured; legal advice has been taken to ensure that the proposed course of action is acceptable within both the terms of the Contract and procurement regulations and mechanisms will be put in place to demonstrate Best Value is achieved.

As with any major transformation of services; there are risks associated with the implementation of the Zero Waste Project. These risks include the variability in quantity and quality of waste produced in Aberdeen over the next 25 years. This risk is reflected in the capacity of new equipment and its ability to manage the changing waste produced. The OBC assesses these risks and identifies that the Reference Case is capable of mitigating these risks providing appropriate contracting measures are taken. There are particular risks relating to the residual treatment solution; these will be further examined in the development of the Business Case for EfW/CHP.

5. BACKGROUND AND MAIN ISSUES

The Outline Business Case (OBC) document is appended to this report. The document sets out the background, current position and future options for waste processing to meet the objectives set out in the Council's Waste Strategy, to meet national legislation and mitigate future cost pressures.

5.1. Policy drivers

There are several policy drivers for change arising from a range of statutory and "aspirational" policies, directives and targets, including the following:

- EU Waste Framework Directive
- Scotland's Zero Waste Plan

- Waste (Scotland) Regulations 2012
- Aberdeen City Waste Strategy 2010-2025

Together, these point to the need for significant improvement in recycling performance, and reductions in the amount of biodegradable material going to landfill.

Local targets for Aberdeen have been based on statutory requirements and are set out in the City Waste Strategy as follows;

- Source Segregated Recycling: 45% by 2013
50% by 2020
56% by 2025
- Organic: Collections for all households by 2013
- Residual: 45% (or less) by 2020
40% by 2025
- Landfill: 5% (or less) by 2025
- Growth: Waste arisings (gross tonnage) stable by 2015

The Strategy sets out realistic objectives for waste recycling, but these do not match the national “aspirational” national target of 70% set for 2025. Experience elsewhere in Scotland, the UK and Europe in cities with similar multi-occupancy housing mixes has demonstrated that reaching such very high rates becomes progressively more difficult and disproportionately more expensive. The approach set out in the Strategy seeks to strike a balance between what is realistically achievable and affordable.

This approach may carry some risk in that a future Scottish Parliament may require and enforce high recycling rates, as has already happened in Wales and is being considered in Northern Ireland. However, informal discussions with Zero Waste Scotland (ZWS) and government representatives has suggested there are no plans to do so in Scotland, so at present the risk is considered to be low.

The Strategy identifies the desirability of developing local processing facilities in or near the City for green waste, kitchen waste and recyclables as well as the need to support extensive promotion, education and enforcement activities to ensure the ‘Reduce, Reuse, Recycle’ mindset is adopted by all across the city.

5.2 Economic Case

The economic case identifies a range of potential technical solutions to address the issues set out in the OBC:

Selection of technical options is influenced by the requirement to support the proposed new collection regime, and also mitigate the risk of contractual challenge associated with either full or partial termination of the existing Waste Management Services contract.

Potential for partnership with Aberdeenshire has been explored but there is little prospect of a shared approach being developed in the foreseeable future. ACC's Waste Management Services contract specifically excludes waste from other authority areas, and re-negotiation of the contract to include a wider catchment would almost certainly be deemed anti-competitive by the regulator, and could be forcefully terminated. Aberdeenshire have recently concluded a separate contract for residual waste that caps tonnages, and leaves no useful headroom for processing ACC material. Officers from both authorities meet regularly and continue to explore options, but no practical solution had been identified at the time of preparing this OBC.

A summary of the options considered in the long list is set out below:

Ref	Description
<u>Green Waste</u>	
G1	Merchant ¹ solution, Aberdeenshire, open windrow composting
G2	New local windrow ² composting facility, delivered by the Waste Management Services Contractor
G3	New local windrow composting facility, open market procurement
<u>Food Waste</u>	
F1	Merchant solution, Aberdeenshire, IVC ³ composting
F2	New local food IVC plant, delivered by the Waste Management Services Contractor
F3	New local food IVC plant, open market procurement
F4	Merchant solution, Perthshire, AD ⁴ plant
<u>Recyclables</u>	
RC1	Merchant solution, Central Belt, MRF inc glass
RC2	New local glass-capable MRF ⁵ , delivered by the Waste Management Services Contractor
RC3	New local glass-capable MRF, open market procurement
<u>Residual Waste</u>	
R1	Merchant solution, export of raw waste by road for processing in UK
R2	Merchant solution, export of RDF ⁶ by sea for processing in Europe
R3	New Local EfW ⁷ /CHP ⁸ plant in Aberdeen from 2020
R4	Interim export of raw waste via the Waste Management Services Contractor, then local EfW/CHP plant from 2020
R5	Interim export of RDF via the Waste Management Services Contractor, then local EfW/CHP plant from 2020

¹ Merchant solution – i.e. send material to an existing plant for processing

² Windrow – open, managed composting system

³ IVC – In-Vessel Composting. A technology for treatment of food and / or green waste

⁴ AD – Anaerobic Digestion – a technology for treatment of organic materials, including food

⁵ MRF – Materials Recovery Facility – for sorting recyclable materials

⁶ RDF – refuse-derived fuel – a treatment for residual waste as preparation for an EfW plant

⁷ EfW – Energy-from-Waste

⁸ CHP - Combined Heat and Power – Exporting heat (hot water) as well as generating electricity in EfW plant

Each option was subject to a structured technical evaluation that ranked options in terms of technical performance, deliverability, environmental impact and socio-economic factors.

Detailed cost models were used to rank each option separately. Cost models included provision for:

- changes in waste arisings and stream profile shifts (more recycling and other cost changes)
- collection, transport, processing and disposal costs
- overheads, management costs, procurement costs and income
- capital investment (where required for site acquisition & access)
- inflation and other cost pressures

The cost models do not include for capital investment in new process plant as this is assumed to be included in the all-in gate fees used to cost each process (i.e. a cost per tonne).

Costs have been projected over a 25 year period to assess the overall cost/benefit of each option based on a series of assumptions which are set out in the OBC document

5.3 Reference Case

Comparison of technical evaluation and cost ranking confirmed the following combination of technologies as the best performing and most cost effective “reference case” for the project:

- New, local windrow composting plant (option G2)
- New, local food IVC plant (option F2)
- New, local MRF (inc. glass) (option RC2)
- Interim export/processing of waste (option R4/5)
- Resolution of site / planning / financing issues prior to procurement of an Energy from Waste (EfW) facility in Aberdeen. (option R4/5)

The reference case, based on conservative assumptions, is projected to show a benefit of £8.527 M compared to a “do-nothing” option, over the 25-year period modelled.

Sensitivity tests have been carried out to assess the impact of different (and in most cases more optimistic) scenarios. In all cases examined, the reference case is preferable to the “do-nothing” option. Further details are set out in the report.

5.4 Reference Case status

It is important to note that the reference case is not meant to be prescriptive – the actual solution provided will depend on detailed negotiations with suppliers and is likely to be different particularly if a supplier is able to identify a better

and more cost-effective solution during reconfiguration of the existing Waste Management Services contract or new procurement. Although new local facilities are proposed in the reference case, negotiations may show that “merchant” solutions to be more cost effective in the short term, although these may also carry some service continuity risk.

The reference case is offered as a demonstration that a practical, deliverable and affordable solution is available, that the project is worth doing, and is preferable to the “do-nothing” option.

The cost estimates for an EfW plant (based on examples of gate fees and capital/operational expenditure from other projects) would benefit from more detailed review, particularly a more detailed construction and operational cost analysis for a specific plant located in Aberdeen. It is proposed that further work should be conducted as part of the next phase of the project to validate the business case for this waste stream before progressing to procurement of an EfW facility.

5.5 Financing

Options for financing the capital investments required are considered in the OBC. It is anticipated that revenue costs will be met from existing budgets. It is concluded that separate financial strategies should be developed for each group of project investments – those requiring capital funding within the next 1-5 years, and those requiring funding later (EfW in Aberdeen) within the next 5-10 years.

A solution for funding projects within the next 1-5 years is proposed, by using the revenue budget to support capital financing. This will require realignment of future budgets because of increased debt repayment charges.

A solution for funding EfW in Aberdeen is unlikely to be wholly financed from within Council resources (either capital allocations or borrowing capacity). The most common methods of financing similar projects elsewhere in the waste industry are contractors raising private finance for project investment and recovering their costs as part of the gate fee charged to the Council, or the Council investing or co-investing directly in the project. The former option may attract limited interest given the current reluctance of capital markets to lend; the latter may constrain the Councils’ overall capital programme, impacting on other services / projects. A more thorough review will be developed through the Business Case for EfW/CHP recommended in this report.

5.6 Commercial Issues

The Commercial Case considers the options available for delivery of the Reference Case, in particular the role of the existing Waste Management Services Contract.

The existing contract is capable of substantial variation in many respects but there is strong advice not to extend the contract as the risk of challenge is

substantial and the consequences of challenge very severe. This limitation makes delivery of major EfW infrastructure within remaining term of the Contract a very costly and unsustainable solution. In addition, the contract does not provide a simple means of termination without cost or risk of claim to the Council.

New procurement is considered in the commercial case, with the complexities of European Procurement processes resulting in slow delivery and substantial cost, especially for a multiple services contract covering all the Council's requirements.

The conclusion is that the best commercial means of delivery is for the Council to vary the existing contract for the delivery of all elements of the Reference Case except EfW and for the EfW element to be the subject of a new procurement process.

5.7 Project Governance and Management

The Council first started the Zero Waste Management project in 2011 and an established Council sub-committee, Project Board and Project Team structure was set up, working under PRINCE2 project management framework.

Support to the project is supplied by external advisors, waste services staff and in-house support services and is overseen by the Corporate Management Team and Project Management Office.

The arrangements are established and work well, and provide a good basis for managing the next stage of the project, once the OBC is approved.

5.8 Procurement Costs

Cost models include £40k for Waste Management Services contract renegotiation costs, and a further £90k in 2025 to cover open-market procurement of successor contracts, once the Waste Management Services contract concludes.

For the EfW project, £2M has been allowed in cost models for the validation and procurement phases, with an additional £1M as a Competitive Dialogue (CD) procurement cost contingency. These values are based on typical costs for similar projects of this type.

The sums are assumed to cover the cost of special appointments (p/time project manager, dedicated project support staff) and external advisors fees, but not in-house staff contributions. Funding support may be available for the technical development and procurement phases of the EfW project. Eligibility will be explored once the OBC has been approved.

5.9 Sites

A site for the MRF and at least one other treatment process (excluding EfW) is identified in the Local Development Plan at Altens and a process for identifying preferred sites for EfW is underway.

A strategy is being developed to acquire control of at least one site for EfW in attempt to mitigate the potential risks associated with planning and land acquisition costs. No sites have been allocated for EfW within the Local Development Plan.

5.10 Timing

The anticipated delivery timetable for each waste stream is set out in the summary tables below:

Green Waste, Food Waste & Recyclables

Phase	Start	Duration	Commentary
OBC Approval	Q4 2012	3 months	Zero Waste Management Sub-Committee / Council
<u>Green Waste, Food Waste</u>			
Negotiation with the Waste Management Services Contractor	Q1 2013	6 months	
Site Acquisition, Planning	Q2 2013	15 months	Site(s) required
Construction, commissioning	Q3 2014	15 months	
Operation starts	Q4 2015	-	
<u>Recyclables MRF</u>			
Negotiation with the Waste Management Services Contractor	Q1 2013	6 months	
Planning	Q3 2013	9 months	Site in ACC ownership
Construction, commissioning	Q2 2014	2 years	
Operation starts	Q2 2016	-	
<u>Interim Residual Waste Export</u>			
Negotiation with the Waste Management Services Contractor	Q1 2013	6 months	
Operation starts	Q1 2014	-	
Contract concludes	Q3 2020	-	When EfW Plant open

This is a provisional timetable and will be reviewed once negotiations with the Waste Management Services Contractor are underway, to establish a more detailed delivery programme.

Provisional EfW Timetable

Phase	Start	Duration	Commentary
OBC Approval	Q4 2012	3 months	ZWMSC / Council
<u>EfW – Phase 1</u>			
Appoint advisors (Phase 1)	Q1 2013	3 months	
Recruit team	Q1 2013	3 months	Internal
Review EfW Business Case	Q2 2013	6 months	Validate business case
Approve Business Case	Q4 2013	-	ZWMSC / Council
<u>EfW – Phase 2</u>			
Appoint Advisors (Phase 2)	Q4 2013	3 months	
Recruit enhanced team	Q4 2013	3 months	Full team
Develop project outline	Q1 2014	6 months	
Develop Documentation	Q3 2014	4 years	Developed in parallel
CD Procurement			
Site Acquisition, Planning			
Project Financing			
Contract approval, award	Q3 2018	-	ZWMSC / Council
Construction	Q3 2018	2 years	
Operation starts	Q3 2020	-	

This is a provisional timetable and will be reviewed during the next stage, once a more detailed scoping specification for the proposed EfW plant is available and initial work on site identification / options / acquisition is complete.

Development and procurement of an EfW facility will be a complex undertaking and based on the assumptions made in the OBC, 2020 is the earliest date that a new facility is likely to become operational.

6. IMPACT

This project supports the Council's Single Outcome Agreement to meet National Outcome 14 "we reduce the local and global environmental impact of our consumption and production". The project aims to deliver the waste management strategic review option of the 5 year corporate business plan.

The project identifies new solutions for the City's waste collection and treatment services and infrastructure. This will have an implications for the services provided to the public when the Reference Case is implemented. An Equality and Human Rights Impact Assessment has been undertaken as part of the options appraisal process.

7. BACKGROUND PAPERS

Appendix 1. Outline Business Case for Waste Treatment Facilities.

8. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	10 th October 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Crematorium Bus Service
REPORT NUMBER:	EPI/12/228

1. PURPOSE OF REPORT

The purpose of this report is to advise Members on the options for implementing a bus service from Hazlehead bus terminus to the Aberdeen Crematorium.

2. RECOMMENDATION(S)

It is recommended that the Council:

(a) Instruct the Housing and Environment Service to identify potential sources of funding for those elements of a Crematorium bus service that cannot be covered by existing resources.

3. FINANCIAL IMPLICATIONS

- 3.1 In order to meet our obligations under the Equality Act 2010, any vehicle used to operate the service should be wheelchair accessible. There are no wheelchair accessible vehicles available with current in-house resources; there would therefore be a requirement to hire a vehicle and driver from an external operator. It is estimated that the cost to undertake the service from an external operator would be in excess of £30,000 per annum. A competitive quote exercise would be required.
- 3.2 There could be the option to deliver the service in-house if there was recruitment of one driver to be dedicated to this service. There is currently a post vacant within the Public Transport Unit. The cost for a driver would be £19,732 for one year, including on-costs. This could initially be on a one year fixed term contract and met from existing budgets. An additional wheelchair accessible vehicle would be required to undertake the service. This would require funding to be identified to cover the additional cost

- 3.3 If the service is operated internally there would be additional fuel costs incurred to operate this service which would have implications for existing budgets. As this would operate as a shuttle service, operating back and fore all day, it will consume a substantial amount of fuel. Calculating the distance and the mileage per gallon which can be expected from our vehicles, it is estimated that a round trip would cost in the region of £1 in fuel costs. If the bus undertook 20 round trips per day over one year this would amount to £5200 per annum.
- 3.4 The start up of a new service, where additional funding is required, would normally be subject to the annual budgetary process. To do so would delay the implementation of the service until the 2013/14 financial year.

4. OTHER IMPLICATIONS

- 4.1 It has been identified that the service could be funded from the Common Good Fund. There are, however, certain legal restrictions on the use of Common Good Funding which require to be investigated further. The two basic legal rules to be followed in determining the appropriate use of the Common Good are as follows:
- That the Common Good must be applied for the benefit of the community; and
 - That the Council must in each case use reasonable judgement.

The benefit of the community means the benefit of the people of Aberdeen, including those who live, work or study in the city and visitors to the city.

- 4.2 The vehicle used on the service would have to be accessible to all persons, for this reason it should be wheelchair accessible in order that the Council meets our obligations under the Equality Act 2010.
- 4.3 If the service is undertaken internally and the crematorium bus driver is on holiday or absent there is limited availability with existing resources to cover this. It would therefore be necessary to ensure there is a staffing resource available to cover such eventualities, in order that there is no loss of service to the public. A bank of relief drivers could be recruited who could be called upon if absences occur and to cover annual leave. These drivers would not be paid for anything other than actual work undertaken. They would also provide a benefit in terms of covering absence of existing drivers within the Public Transport Unit. The cost of paying these drivers when utilised could be met from existing budgets.

5. BACKGROUND/MAIN ISSUES

5.1 FORMER SERVICE

5.1.1 The former Crematorium bus service was provided and operated by the Crematorium, Housing and Environment Directorate and the costs were met from the Crematorium's budget.

5.1.2 The Crematorium had a minibus in which a staff member would pick up passengers from Hazlehead bus terminus approximately 10 minutes prior to every funeral service and return passengers following the funeral service. This was provided free of charge.

5.1.3 The cost of providing the service was approximately £20,000 - £30,000 per annum. On average it carried one person for every two crematorium services. From surveys undertaken by the Crematorium in 2008/09 it has been confirmed that there were between 12-20 passengers carried on the service each week.

5.1.4 This service was stopped in 2009 as a budget saving at a time when services across the Council had to be prioritised.

5.2 ACTIONS SINCE 2009

5.2.1 Officers have raised the potential of a bus service between the Hazlehead terminus and the Crematorium with the commercial bus operators on a number of occasions and requested that they investigate whether any services could connect to the Crematorium. To date no operator has indicated any interest.

5.2.2 Officers also wrote to a number of charitable and voluntary organisations in November 2009 to enquire whether they would be able to provide assistance to people wanting to access the Crematorium. Officers received one response from a charitable organisation who felt that the need was not high enough to warrant implementation of a service and use of their resources. It is understood that this situation may now have changed and further approaches will be made to voluntary organisations to determine if they are able to provide any support.

5.2.3 The Council's Demand Responsive Transport service, Community Transport, has transported people to the Crematorium and bookings can be made by passengers wishing to use the service to access the Crematorium. However this can be limited in its availability and timings.

5.3 OPTIONS FOR A SERVICE

- 5.3.1 The Crematorium has indicated that they would not be able to run a service as they did before. They do not have the financial or personnel resources to undertake this again. They have also noted that, even with additional funding for a staff member to undertake this role, it would require them to be occupied all day undertaking the bus service. This is not something which they have the ability to manage.
- 5.3.2 There was an option presented to the Crematorium for the potential of the public to phone a day in advance to advise that they would require transport from the bus terminus at Hazlehead to the Crematorium. This was not deemed to be a workable solution as it would require additional staff resources and a phone call management system to be implemented, which was not suitable for the Crematorium's resources.
- 5.3.3 At present the Public Transport Unit (PTU) does not have the personnel resource to provide a bus service during peak or off-peak times solely for the Crematorium.
- 5.3.4 If the PTU were to employ an additional driver there would be potential for the Unit to provide a service. There is currently one vacant driver post remaining in the budget. This would be at a cost of £19,732 per annum (including on-costs) and this cost can be met from existing budgets.
- 5.3.5 There are no wheelchair accessible vehicles available within existing internal resources and to provide such a service would require the Council to hire an additional wheelchair accessible vehicle. The service should be operated on a wheelchair accessible vehicle in order that we are meeting our obligations under the Equality Act 2010. Under that Act, the Council has a duty to, in the exercise of its functions, have due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it. Disability is a protected characteristic. In discharging that duty, the Council must remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic and take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it.
- 5.3.6 Additional budget would be required to cover fuel costs as the existing budget is at capacity for the services already provided. Calculating the distance and the mileage per gallon which can be expected from PTU vehicles it is thought that a round trip would cost in the region of £1. If the bus undertook 20 round trips per day over one year, of five day operation per week, this would amount to £5200 per annum in fuel costs.

- 5.3.7 Fuel costs could be covered and no increase to budget required if the service was charged for, however this is complicated by the permits to be operated under (see paragraph 5.3.8 below). It is unlikely, based upon past data, that charging for the service could cover all of the costs of running the service i.e. bus, driver and fuel. However, if the service is to be free of charge then this would require additional funding to cover the cost of fuel.
- 5.3.8 A charge of 70p single / £1 return would be suggested as sufficient to cover fuel costs. Charging could be implemented on the service under a section 22 permit; this would allow the service to be available to the general public. The PTU does not currently operate any service under section 22 permits at the present time. A section 22 permit allows services to be operated for members of the public, on scheduled routes and operated on a largely fixed timetable. Concessionary fares are also eligible on these services. For this reason the service would have to be registered with the Traffic Commissioner and ticket machines and a back office system would be necessary to meet the requirements for the Transport Scotland Concessionary fare scheme. Aberdeen City Council could likely call upon partners to assist with the ticketing and back office set up. There would therefore be additional start up costs to operate the service under section 22 permit.
- 5.3.9 There would be potential problems with holiday/sickness cover for the dedicated driver and the service may not be able to run fully when these occur as there is insufficient existing staff resource to cover this. The most pragmatic approach would be to undertake a recruitment exercise to hire a pool of relief drivers who could be called upon to cover any absence or annual leave. This has operated in the past within the PTU successfully. There are no relief drivers at present. Hiring relief drivers would also provide an overall benefit to the PTU in covering absence and holidays of other drivers within the service, for this reason it is not anticipated that additional cost will be incurred to the PTU. Holidays will in general be covered by existing personnel resources and reliefs would only be called upon as a last resort. Relief drivers would only be paid for actual hours worked; this is not anticipated to be considerable and the use of relief drivers would be as a last resort, therefore this cost can be met from existing budgets.
- 5.3.10 As the former Crematorium bus service was not used to capacity, it is important to ensure maximum benefit from the service. This would include substantial promotion of the service. Promotional material could be met from existing budgets. It has also been identified that Woodend Hospital, adjacent to the Hazlehead Terminus, is relatively inaccessible by public transport. There could be the potential, if effectively scheduled, to run the service into Woodend Hospital to provide a bus link for those travelling by bus and in turn this could increase the patronage and value of the Crematorium bus service.

- 5.3.11 Another option could be to undertake a school transport run with the Crematorium bus and driver in the morning and afternoon and to undertake the Crematorium service in the off-peak only. This would be a more cost effective solution, maximizing the use of both the vehicle and driver. However this would result in the last few funeral services not being covered by the bus service.
- 5.3.12 The service could be undertaken by an external operator. Not all operators would be able to operate the service under section 22 permit and this may limit the pool of operators. Currently the PTU hires a minibus and driver for a full day to provide transport for Social Work services. This would be on a similar basis to the Crematorium bus service. The cost of this hire is £95.33 per day. Over one year, of a five day per week operation, this would be £26,692. In addition, this vehicle and driver would undertake a school transport run in the morning and afternoon which reduces the cost of the vehicle in the off-peak. We would expect a higher cost than £26,692 if we were to hire externally, unless the vehicle could undertake alternative peak time work. There is also a limited pool of wheelchair accessible minibuses in the peak periods and predominantly these are utilised to deliver school and social work transport and external operator's resources are limited. If an external operator was to undertake the crematorium run they would likely need to purchase another vehicle. It is estimated that undertaking the service externally would cost in excess of £30k per annum.
- 5.3.13 Another option in providing a service to the Crematorium could be through community groups or individual volunteers. Further investigation could be undertaken by officers into the potential for community groups or volunteers to provide transport options, either using minibuses or private vehicles. Advertisement would be required to look for interested parties and some Council funding may be required to support these groups/individuals in covering their costs.
- 5.3.14 Consultation with the Disability Advisory Group has been on the whole positive. They have indicated that the service would benefit many elderly and visual impaired bus users.

5.4 CONCLUSION

- 5.4.1 A Crematorium bus service could be provided in-house by the PTU following the recruitment of a driver and relief drivers with the cost of the driver post being met by existing budgets. Vehicle and fuel costs would require additional budget to be identified. Alternatively the service could be purchased by the Council and operated by an external operator. It is recommended that the Housing and Environment Service explores options for funding those elements of the service which cannot be covered by existing resources.

6. IMPACT

- 6.1 A key aim of the Community Plan is to ensure that all citizens have access to a range of transport options that reflect differing needs of age, gender, disability and income. The Single Outcome Agreement also sets a priority of improving sustainable transport options for the City. Outcome 7 requires the delivery of Demand Responsive Transport schemes, to address social inequalities. Outcomes 10, 12 and 14 sets out actions for improving sustainable travel options through Demand Responsive Transport.
- 6.2 The Smarter City document sets out that we will provide and promote a sustainable transport system, including cycling, which reduces our carbon emissions.
- 6.3 The Planning and Sustainable Development Service Plan sets out that we will have an effective and efficient Public Transport Unit. It is a priority of the Council's Five Year Business Plan that Aberdeen has a fully integrated transport network.
- 6.4 The proposals contained within the report are intended to bring about a substantial change in the operation of transport services for the groups discussed above. This report may be of interest to the public as the citizens of Aberdeen have a vested interest in the public transport network and accessibility to services.

7. BACKGROUND PAPERS

None

8. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	10 October 2012
LEAD OFFICER	Chief Executive
TITLE OF REPORT	Freedom of the City – Notices of Motion by Councillor Callum McCaig and former Councillors Jim Hunter and Peter Stephen, the Lord Provost
REPORT NUMBER:	OCE/12/020

1. PURPOSE OF REPORT

At its meeting of 4 April 2012, the Council had before it Motions in the names of Councillor Callum McCaig, former Councillor Jim Hunter and former Councillor Peter Stephen, the Lord Provost concerning the Freedom of the City. The Council resolved to instruct officers to report to a future meeting on the process of nominating candidates for Freedom of the City, detailing the relevant implications and the merits of the three nominations.

This report fulfils the Council's instruction, providing background to the Freedom of the City in terms both of its history and its recipients and setting out the current process from nomination to conferral.

The report notes that there is no limit to the number of honorary freemen that the City Council can admit either in total or in any given year and that each proposal to award the Freedom should be assessed on its own merits. While precedent is by the recognition given to previous recipients, there are currently no agreed, objective criteria for agreeing a proposed conferral. The key deciding factor is whether or not a proposal attracts the support of the required two thirds of those members voting when it is considered by the Council.

2. RECOMMENDATION

That the Council agrees to establish a Special Freedom of the City Committee chaired by the Lord Provost and in addition comprising the Group Leaders, i) to consider in further detail each of the three proposals for the Freedom of the City and to recommend to the Council a decision on each; and ii) to consider the current process for nomination and conferral of the Freedom of the City and to recommend to the Council any changes it would wish to see adopted.

3. FINANCIAL IMPLICATIONS

The most recent conferrals of the Freedom of the City have required a budget of £50,000 each. The funding has been allocated from the Common Good.

4. OTHER IMPLICATIONS

The granting of the Freedom of the City is governed by provisions within the Local Government (Scotland) Act 1973.

5. BACKGROUND/MAIN ISSUES

Introduction

At its meeting on 4 April 2012 the Council had before it the following three Motions:

Councillor Callum McCaig – “In recognition of his successful football career, including his position as the national team’s joint top goal scorer with thirty goals and as the only Scottish footballer to have been crowned European Footballer of the Year, Council agrees to bestow the Freedom of the City on Denis Law.”

Former Councillor Jim Hunter – “That Council confers the Freedom of the City upon Paul Lawrie for his services to golf and to the City and for his charitable work.”

Former Councillor Peter Stephen, the Lord Provost – “That the Council confers the Freedom of the City on Professor Paul Mealor of the University of Aberdeen. Professor Mealor is well known having written the music for the hit song by the Military Wives which topped the music charts in December 2011 – this has brought huge credit to the City and the University, focusing on the military background which the UK are currently involved in.”

The Council resolved to instruct officers to report to a future meeting on the process of nominating candidates for Freedom of the City, detailing the relevant implications and the merits of the three nominations.

Background

Those upon whom the Freedom of the City is conferred are “admitted and received as a Free Burgess and Guild Brother of the City and Royal Burgh of Aberdeen”. It is the highest honour that the Council has within its gift and it can be argued that it has been bestowed since the sixteenth, or possibly the fifteenth, century. Attached as Appendix 1 is a short history of the Freedom of the City prepared by the then City Archivist as background information during the preparations for the conferral of the Freedom on Mikhail Gorbachev.

Attached at Appendix 2 is a list of those who have received the Freedom of the City since 1833.

The granting of the Freedom of the City is now governed by provisions within the Local Government (Scotland) Act 1973. Part XI of the Act states:

Section 206, Admission of honorary freemen

- 1 A local authority may, by resolution passed by not less than two-thirds of the members voting thereon at the meeting of the authority the notice of which specifies the proposed admission as an item of business, admit to be honorary freemen of their area persons of distinction and any persons who have rendered eminent service to their area.
- 2 An officer designated for the purpose by the local authority shall keep a roll containing the names of persons admitted to be freemen under this section.

Section 207, Limitation of rights of freemen

Nothing in this Part of this Act shall –

- 1 confer any right of membership or any right or interest in the properties, funds, revenues or privileges of any guild or incorporation of crafts; or
- 2 confer any right or interest in any burgess acres or any grazing rights connected therewith, or affect the law or practice existing at the commencement of this Act with reference to the use, enjoyment and administration of any such burgess acres or grazing rights

In terms of the Act recipients of the Freedom are “persons of distinction” and/or “persons who have rendered eminent service” to the City. The citations registered in the City Council’s Freedom Roll for those who have received the Freedom over the last twenty years state that the honour was bestowed in recognition of...

HMS Scylla (1992)

... the special association which has existed for fifty years between the City and the people of Aberdeen and HMS Scylla, and which commenced when funds contributed by the people of Aberdeen during World War II met the cost of provision of the fourth Scylla, and the role performed throughout history by the Royal Navy in protecting the maritime interests of the major sea-port of Aberdeen.

Mikhail Sergeyevich Gorbachev (1993)

... his unique contribution to freedom, democracy, justice and peace, to the advancement of human rights and the preservation of a safe and secure future for all nations.

University of Aberdeen (1995)

... the scholarly achievements of its members, and its contribution to the life and culture of Aberdeen, of Scotland, and of the world community during the first five hundred years of the University's existence.

Alex C Collie (1995)

... his long and loyal service to the citizens and community of Aberdeen as Councillor, Convener and Lord Provost, and of his tireless enthusiasm and love for his native city and its people.

Sir Alex Ferguson (1999)

... both the unprecedented success of his period as Manager of Aberdeen Football Club, whereby the City and Community of Aberdeen derived great benefit, and his international renown in football management.

John Rowland Mallard (2004)

... his pioneering and internationally renowned research work in medical imaging technology, and of the benefits to the health of the citizens of Aberdeen and to the international standing of the local research community, which have accrued from his academic presence in the City.

Highlanders, 4th Battalion, the Royal Regiment of Scotland (2006)

... valour displayed in battle, their association with the City of Aberdeen and the historical connection with their predecessors, the Gordon Highlanders

each of George Donald, William "Buff" Hardie and Stephen Robertson (2008)

... his service to the fine arts, the Doric language and North East of Scotland culture; of his promotion of the City and, above all, for makin' a'body laugh.

Process for Nomination

A suggested conferral of the Freedom of the City is raised by an elected member or members through a Notice of Motion to the Council. Given the high profile nature of such a matter it is preferable, where possible, that the proposer of the Motion takes soundings from the Group Leaders to gauge whether or not the proposal is likely to be agreed by the requisite number of councillors. In addition, it is preferable to know ahead of the Notice of Motion being published whether or not the intended recipient will be willing to accept the honour should it be agreed by the Council.

Once the Council has agreed the Motion, it is normal for the Council to establish a Special Freedom of the City Committee chaired by the Lord Provost and in addition comprising the Group Leaders to agree the terms of the citation to be added to the Freedom Roll and to oversee all the necessary arrangements for the Freedom Ceremony.

The key features of the Freedom Ceremony include i) a civic procession from the Town House to the venue for the conferral, normally the Music Hall, ii) the conferral itself comprising speeches, the reading of the Burgess Ticket (the extract from the Freedom Roll), the signing of the Freedom Roll, the presentation of a casket (to hold the Burgess Ticket) and the pinning of the Burgess Ticket to the honorary freeman's hat and iii) a civic dinner normally held at the Beach Ballroom.

The most recent conferrals of the Freedom of the City have required a budget of £50,000 each. This funding has been allocated from the Common Good.

Current Motions

The Council has been requested to consider three potential recipients of the Freedom of the City. Each should be considered on its own merits and not simply in comparison to the other two that have been brought forward at the same time.

Recognising that the Freedom of the City is the highest honour the City Council can bestow and as such should necessarily be granted on a very limited basis, and setting to one side any financial consideration, there is no overall limit to the number of honorary freemen the City Council can admit and nor is there any limit to the number that can be admitted in any one year.

As stated above, the terms of the Local Government (Scotland) Act 1973 speak of "persons of distinction" and/or "persons who have rendered eminent service" to the City, but beyond this and the precedent set through previous awards as illustrated by the citations for those made in the last twenty years there are no agreed, objective

criteria for decision-making in relation to suggested conferrals of the Freedom of the City. The key issue is whether or not a proposal garners the support of the required two thirds of those members voting when the matter is brought before the Council.

Given all of the above it is recommended that the Council agrees to establish a Special Freedom of the City Committee chaired by the Lord Provost and in addition comprising the Group Leaders, i) to consider in further detail each of the three proposals for the Freedom of the City and to recommend to the Council a decision on each; and ii) to consider the current process for nomination and conferral of the Freedom of the City and to recommend to the Council any changes it would wish to see adopted.

6. IMPACT

The granting of the Freedom of the City is the highest honour that the Council can bestow and relates to the Council's responsibilities in upholding the civic dignity and tradition of the City.

Given the high profile nature of the subject matter of the report it is likely to be of interest to the public.

7. BACKGROUND PAPERS

None

8. REPORT AUTHOR DETAILS

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History of the Freedom of the City

Summary

The origin of burghs and the concept of the burghess date back to the twelfth century and over a period of several hundred years developed virtual monopolies of trade, for entry to which incomers had to pay heavily.

From this position of privilege developed the concepts firstly of the free burghess, who might not be a trader, but someone whom the Town Council wished to predispose in their favour, and in the eighteenth century of the “honorary” burghess who honoured the town by consenting to be admitted.

Certain aspects of the twentieth century ceremony can be traced back to the eighteenth century, but this appears to be altogether more elaborate than the admission ceremony from the period when the Council was accustomed to admit working burghesses alongside the “honorary” ones.

Origin and development of burghs and burghesses

The significance of admittance as a “free burghess and guild brother/member” is rooted in the origin of the burgh in the twelfth century. In the tribal and unurbanised culture which twelfth century Scotland represented, permanent settlements of craftsmen and merchants, with organised networks of trade, were engines for creating wealth, the medieval equivalent of a licence to print money.

Great landowners, lay and clerical, were eager to establish such settlements, which generated income in the form of property rents, market tolls and court fines. Populations of skilled craftsmen and experienced traders were attracted by favourable start-up conditions from existing urban settlements in England, France and the Low Countries. The Crown was at the forefront of the movement, and could offer the most attractive terms.

Urban settlements grew up almost overnight to become burghs, their more important inhabitants to be called burghesses, enjoying well-defined privileges of trading in a restricted and well-defined market area together with monopolies of manufacture.

In the case of Aberdeen, our earliest charter, issued by King William the Lion (c. 1180) refers to the King’s burghesses of Aberdeen, sharing a hanse (or guild) with the other royal burghesses in the north east of Scotland as they had done in the reign of the King’s grandfather (David I). This is taken to imply the foundation of the Royal Burgh of Aberdeen some time before 1150.

Within twenty years of the first charter, the burghesses of Aberdeen had received their own specific charter of trading privileges, excepting them from

paying toll on goods bought and sold in any market in Scotland. Twenty years after that (c. 1220) King Alexander II granted Aberdeen the privilege of a guild merchant and issued a set of trade regulations which effectively gave the burgesses control over trade throughout the Sheriffdom of Aberdeen.

Burgesses of royal burghs, especially burgesses belonging to the guild merchant, continued to enlarge their privileges both at the expense of their fellow citizens within the burgh, and of their rivals outside it, for several hundred years. In 1364 a royal charter was granted in general terms to the burgesses of Scotland allowing them, and them alone, to buy and sell anywhere within the liberty of their burghs. No inhabitant, whatever his status, was to buy or sell wool, woolfells or hides (then the principal exports of the realm) except from or to merchants of the burgh within whose liberty he resided.

The obligations of the burgess could be quite heavy, in that they were expected to reside within the burgh on their own property, held by burgage tenure, to pay their share of all taxes levied upon the town (scot and lot) and to own arms and be prepared to use them in defence of the town (wake and ward). In addition the new burgess swore fealty to the monarch, to the alderman/provost and baillies as leaders of the community, loyally to keep the mercantile secrets of the burgh, and not to abuse his monopoly position in trade by buying up goods before they came to market (forestalling) or holding on to goods to force up the price (regrating).

The oath incorporating these obligations is first recorded in a manuscript of c. 1280 x 1329, and with certain emendations remained in use until the abolition of the burgess oath in 1818. Additionally the new burgess made a contribution to the funds of the community of the burgh, its size depending on whether he was a newcomer, had served his apprenticeship, or was the son or son-in-law of a burgess.

This sketch indicates the economic power and importance of burgesses and members of the guild merchant. They were by definition “free”, as only free men could swear fealty to the King.

Development of concepts of admission as burgess by grace and as an honour

To be a burgess was a prized and expensive privilege, and from the time the archives of Aberdeen begin as a regular series at the end of the fourteenth century, there are examples of individuals being admitted as burgesses for no payment (gratis). Sometime the reason is given, and sometimes it is by grace (ex gratia) of the Council, either as recompense for services already rendered to the community, or in expectation of such services. In the early period it seems likely that all burgesses were expected to take and observe the burgess oath.

The concept of the “honorary burgess”, a usage which has never been officially employed in Aberdeen, cannot appear until existing burgesses, and more particularly the Town Council, can grasp the idea that not all burgesses

need to be active craftsmen or merchants resident in the burgh. In addition the granting of non-functional membership of the body of burgesses has to be perceived as an honour by those outside the burgh, as well as those within it. Presumably the aim has always been to predispose the great and the powerful in favour of the Burgh of Aberdeen, and it has been thought that John Erskine, Earl of Mar was the first such honorary burgess in 1439. However the Earl of Mar paid for his admission, at 5s. slightly less than the going rate for the son of a burgess, and took the whole oath with the exception of the clauses in respect of taxation and defence. It is not impossible that he, and other county landowners after him, were glad to become burgesses of a royal burgh, if it gave them greater power of disposal of goods produce on their estates. By the late sixteenth century gentlemen admitted burgesses *ex gratia* were sometime admitted on the specific condition that they did not indulge in trade.

It can reasonably be argued that both the Earl of Huntly (1582) and the Duke of Lennox (1594) were truly admitted as honorary burgesses, since in both instances the Town Council made a sizeable gift in kind or money to the new burgesses – a most unusual step in other circumstances. In the seventeenth century, hundreds of visitors to Aberdeen, including many military men, were admitted as free burgesses and guild brethren by grace of the Council. It is doubtful whether this can be perceived as an honour in the sense that we now view the infrequent creation of a free burgess and guild member, and that the Council may have had reservations about the value of this mark of respect in the eyes of its recipients becomes apparent in the eighteenth century.

From the aftermath of the rout of the Jacobites in 1715, the most distinguished visitors, starting on 11 April 1716 with John 2nd Duke of Argyll, Commander in Chief of the Hanoverian forces and General William Cadogan, were admitted as free burgesses under a new formula, “in token of the most devoted love and affection and the most distinguished respect”. Whether there are any seventeenth century examples of this formula, and whence its derivation, remains to be established.

However this became the standard formula for the higher grade of free burgess and guild brother up to the passage of the Burgh Reform Act 1833, varied only in the particularly florid effusions for the Duke of Cumberland in 1746, and for a few foreign recipients for whom it appears the Town Council feared that the standard burgess ticket would cut no ice.

Historical origins of the current procedures

Current features of the modern ceremony first become apparent in the eighteenth century. From Johnson and Boswell’s Tour of the Western Isles it appears that when Johnson received the freedom in 1773 it was customary for the recipient to wear the burgess ticket or diploma attached to his hat during the remainder of the ceremony. Both the Duke of Cumberland (1746) and Henry Dundas, Home Secretary (1793), received their burgess tickets in a gold box, but until the Town’s account books can be examined in detail, it is not clear whether these were, as seems likely, noteworthy exceptions.

Since the passage of the Burgh Reform Act 1833, admission as free burgesses and guild brethren of distinguished guests of the Town Council has been infrequent, and accompanied by an individually drafted diploma or burgess ticket (until 1890 in sometimes flowery Latin) setting out the reason for the honour being conferred. This has been written out on an individual page of the Register of Free (Honorary) Burgesses. Provision of a casket to hold the burgess ticket was certainly well-established by 1890, when Andrew Carnegie the US steel millionaire who had provided much of the funding for the City Library building, requested that his casket be manufactured of no costly material. He was given a red leather covered box.

It appears that the admission of the explorer H M Stanley as a free burgess and guild brother in 1890 was the first occasion that the Music Hall had been used for the ceremony and this was the venue for most, but not all, of the twentieth century ceremonies.

On a number of occasions the ceremony admitting a free burgess and guild brother has taken place outwith Aberdeen. Both the Duke of Cumberland and Henry Dundas received their tickets elsewhere, and the respective gold boxes may have been provided ostensibly to transport the tickets. In 1927, after the unexpected death of Viscount Cowdray, the public ceremony was cancelled and his widow received her burgess ticket privately at Dunecht House. In 1943, recognising the exigencies of war, the Lord Provost and Town Clerk travelled to London to admit Field Marshal Smuts as a free burgess and guild brother. In 1984 Nelson and Winnie Mandela were admitted by proxy.

Judith Cripps
Archivist
23.10.1990

Freedom of the City Recipients (post-1833)

The Lord Brougham and Vaux (1834)
The Duke of Buccleuch and Queensberry (1834)
The Marquess of Tweeddale (1834)
The Earl of Erroll (1836)
The Duke of Richmond and Lennox (1837)
George Watt of Aberdeen (1839)
The Duke of Sutherland (1840)
Robert Wallace of Kelly (1841)
George Thomas of Fairley (1841)
Samuel McKnight of South Carolina (1844)
Rowland Hill (1844)
Albert, Prince Consort (1848)
Sir Robert Peel, Bt (1849)
The Earl of Carlisle (1854)
Joseph Hume (1854)
The Earl of Stanhope (1858)
The Earl of Airlie (1859)
Lord John Russell (1859)
Edward Ellice (1862)
The Prince of Wales (1866)
William Ewart Gladstone (1871)
William Edward Forster (1876)
Sir Arthur Hamilton-Gordon (1878)
Sir John Anderson (1881)
The Earl of Aberdeen (1883)
Sir Richard Assheton Cross (1883)
Archibald Primrose, 5th Earl of Rosebery (1884)
Marquess of Lorne (1888)
William Alexander Hunter (1890)
Henry Morton Stanley (1890)
Andrew Carnegie (1892)

Charles William Mitchell of Jesmond Towers (1901)
The Lord Mount Stephen (1901)
The Lord Strathcona and Mount Royal (1902)
The Earl Roberts (1913)
William Morris Hughes (1918)
Sir Douglas Haig (1919)
The Lord and Lady Cowdray (1926)
Sir Robert Williams (1927)
The Earl Jellicoe (1928)
Sir Thomas Jaffrey of Edgehill (1928)
Robert Laws (1928)
Sir James Murray (1931)
Sir George Adam Smith (1931)
The Lord Meston (1935)

The Lord Milne (1935)
William Lyon Mackenzie King (1937)
Joseph Aloysius Lyons (1937)
Peter Fraser (1941)
Jan Christiaan Smuts (1942)
John Gilbert Winant (1943)
Vi-Kyuin Wellington Koo (1943)
Winston Spencer Churchill (1946)
Sir John Boyd Orr (1949)
Thomas Johnston (1949)
The Colonel, Officers and other Ranks of the Gordon Highlanders (1949)
The Earl Attlee (1956)
The Lord Bilsland (1956)
Queen Elizabeth, the Queen Mother (1959)
Sir Duguld Baird (1966)
Lady Baird (1966)
The Lord Strathclyde (1966)
Mary Esslemont (1981)
Nelson and Winnie Mandela (1984)
HMS Scylla (1992)
Mikhail Sergeyevich Gorbachev (1993)
University of Aberdeen (1995)
Alex C Collie (1995)
Sir Alex Ferguson (1999)

John Rowland Mallard (2004)
Highlanders, 4th Battalion, the Royal Regiment of Scotland (2006)
George Donald (2008)
William "Buff" Hardie (2008)
Stephen Robertson (2008)

Councillor Townson

- 1) Can the Convener of Education, Culture and Sport confirm what provision has been made to maintain service provision should this administration succeed in evicting volunteers from successfully run leased community centres?

As Councillor Townson is well aware it was under his stewardship that the lease and management agreement was approved by full Council on 4th April 2012. Given that Councillor Townson voted for the lease and management agreement to be approved at Council as did all Councillors it is felt that volunteers should be well able to sign up to the lease and management agreement, that was approved by full Council in April 2012, prior to the end date of the current leases of the seven centres operating under “tacit relocation” (28 November 2012.) It is noted that one volunteer Management Committee has already signed up to the new arrangements, with more Management Committees set to follow over the coming weeks. I am hopeful that all other Management Committees will follow suit in signing up to the new lease so that they can continue the good work of running community centres for the benefit of local citizens, while being supported through the new lease and Management Agreement.

In terms of Standing Order 20(2)(i), Councillor Townson has requested that the above question be placed on the agenda as he considers that Councillor Laing has not answered the question and has made no mention of continuity of service provision.

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Question to Council

Councillor Dickson

- 1) Can the Council Leader please confirm the timescale and costings of Labour's proposals to pedestrianise Union Street and Broad Street and reopen the Castlegate?

Partial pedestrianisation of Union Street, between Market Street and Bridge Street, allowing for buses but not allowing buses to overtake each other

Estimate = approx **£6M**. The estimate is based upon the following assumptions:

- the use of high quality setts and stone slabbing such as granite setts/slabs or caithness slabbing as surfacing materials
- the majority of the existing caithness slab area can be retained
- allowance has been made for traffic management works and signing changes on the surrounding road network
- the South College Street road improvement has not been allowed for
- the Berryden road improvement has not been allowed for
- extensive soft landscaping and decorative street furniture/lighting has not been allowed for - dependant upon the quality required (including statues/sculpture if desired) this could add anything from a few £100,000 to in excess of £1M
- due to timing point requirements, the sheer number of buses involved and the need for servicing access to premises, it is impractical to avoid buses having to overtake other buses, however it has been assumed that a reduction from the current four traffic/bus lanes to a mixture of either two and three lanes dependant upon the proximity to bus stops - the bus stops would be within the lanes

Full pedestrianisation of Broad Street, between Queen Street and Gallowgate

Estimate = approx **£1M**. The estimate is based upon the following assumptions:

- the use of high quality setts and stone slabbing such as granite setts/slabs or caithness slabbing as surfacing materials

- the majority of the existing caithness slab area in front of Marischal College can be retained
- allowance has been made for local traffic management works and signing changes on the surrounding road network
- the non adopted footway area in front of St Nicholas House will be upgraded at the developer's expense
- extensive soft landscaping and decorative street furniture/lighting has not been allowed for - dependant upon the quality required (including statues/sculpture if desired) this could add anything from a £100,000 to in excess of £0.5M
- the diversions of bus routes can be achieved without the need for major road improvements

Reopening the Castlegate to traffic

Two options are given below:

Estimate A - £2.5M - upgrading the whole of the Castlegate and providing a road from King Street through to Justice Street. The estimate is based upon the following assumptions:

- the whole of the Castlegate will be resurfaced
- the use of high quality setts and stone slabbing such as granite setts/slabs or caithness slabbing as surfacing materials
- allowance for local traffic management works and signing changes on the surrounding road network
- extensive soft landscaping and decorative street furniture/lighting and the potential impact on the Gordon Highlanders Statue i.e. possible relocation, has not been allowed for - dependant upon the quality required (including statues/sculpture if desired) this could add anything from a £100,000 to in excess of £0.5M

Estimate B - £1.1M - providing a road from King Street through to Justice Street with only local adjustment to the existing Castlegate as necessary. The estimate is based upon the following assumptions:

- a large part of the Castlegate will remain unaltered with changes only occurring along the section affected by the new road
- the use of high quality setts and stone slabbing such as granite setts/slabs or caithness slabbing as surfacing materials
- allowance for local traffic management works and signing changes on the surrounding road network

- **extensive soft landscaping and decorative street furniture/lighting and the potential impact on the Gordon Highlanders Statue i.e. possible relocation has not been allowed for - dependant upon the quality required (including statues/sculpture if desired) this could add anything from a £100,000 to in excess of £0.5M**

Timescales

Each of the above schemes, separately or in combination, will require the preparation of a full business case including transportation and environmental assessments, public and stakeholder consultation and the identification of the detail of the proposals, implications, benefits, fit with relevant policies etc. This could take in the order of up to 2 years subject to available funding and will be necessary to support the successful promotion of the required traffic regulation orders. The statutory process for these orders is estimated to take up to 3 years to conclude, due to the nature of the proposals and the likelihood of objections which will prompt a public hearing, the results of which will be determined by an independent arbiter. Subject to a successful outcome, the proposals individually or in combination could take 12 to 36 months to introduce. If delivered as a package, phased delivery will be important to minimise temporary impact on the travelling public and the local business economy.

In terms of Standing Order 20(2)(i), Councillor Dickson has requested that the above question be placed on the agenda as Councillor Crockett stated, in an answer to a different question, that if works were necessary to address issues of road capacity in the city centre and ensure access to the city is not adversely affected, by the pedestrianisation of Union Street, then they would be done - consequently, Councillor Dickson considers that the estimates for improvements on South College Street and Berryden Road should be included in the above answer and he would like further clarification on the costings for these two road sections as he considers them to be integral to this scheme being plausible.

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