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To: Councillor Young, Convener; Councillor Allan, Vice-Convener; and Councillors Cameron, Crockett, Dickson, Jackie Dunbar, Forsyth, Graham, Laing, Malone, McCaig, Milne, Noble, Reynolds and Yuill.

Town House,
ABERDEEN 13 February 2013

FINANCE AND RESOURCES COMMITTEE

The Members of the **FINANCE AND RESOURCES COMMITTEE** are requested to meet in Committee Room 2 - Town House on **THURSDAY, 21 FEBRUARY 2013 at 2.00 pm.**

JANE G. MACEACHRAN
HEAD OF LEGAL AND DEMOCRATIC SERVICES

B U S I N E S S

DETERMINATION OF EXEMPT BUSINESS

- 1.1 Members are requested to determine that any exempt business on the agenda is considered with the press and public excluded.

REQUESTS FOR DEPUTATION

- 2.1 None received at this stage.

MINUTES, COMMITTEE BUSINESS STATEMENT AND MOTIONS LIST

- 3.1 Minute of Previous Meeting of 6 December 2012 (Pages 1 - 16)
- 3.2 Minute of Additional Meeting of 15 January 2013 (Pages 17 - 18)
- 3.3 Committee Business Statement (Pages 19 - 28)
- 3.4 Motions List (Pages 29 - 32)

MOTION

- 4.1 Motion by Councillor Greig - Commemoration of Diamond Jubilee and Queen's Reign (Pages 33 - 36)

REFERRAL

- 5.1 Aberdeen Digital Connectivity referred from the Enterprise, Planning and Infrastructure Committee of 22 January 2013 (Pages 37 - 50)
The recommendations contained in the report were approved.

CORPORATE GOVERNANCE SERVICE ISSUES

- 6.1 No items under this heading.

FINANCE

- 7.1 2012-13 Common Good Budget - Monitoring Report Update (Pages 51 - 54)
- 7.2 2012-13 Financial Monitoring - Corporate Governance (Pages 55 - 58)
- 7.3 Council Revenue Budget 2012-13 Monitoring (Pages 59 - 66)
- 7.4 Treasury Management Policy and Strategy (Pages 67 - 80)
- 7.5 Capital Monitoring - Non Housing Capital Programme 2012-15 (Pages 81 - 102)
- 7.6 Applications for Financial Assistance 2012-2013 (Pages 103 - 106)

GENERAL BUSINESS

- 8.1 Fleet Asset Management Plan 2013 (Pages 107 - 160)
- 8.2 Centre for Scottish Public Policy (Pages 161 - 164)
- 8.3 Legal Services - Professional Indemnity Requirements - to follow

PROCUREMENT

- 9.1 Request for Approval of Expenditure for Library Management System Tender (Pages 165 - 168)
- 9.2 Request for Authority to Establish a Framework Agreement for Electoral Services (Pages 169 - 172)
- 9.3 Legal Services - External Provision of Services - to follow

PROPERTY

- 10.1 Condition and Suitability Programme 2013-14 (Pages 173 - 188)
- 10.2 Corporate Asset Management Plan 2013 (Pages 189 - 224)

ITEMS WHICH THE COMMITTEE MAY WISH TO CONSIDER IN PRIVATE

PROCUREMENT

- 11.1 Open Text Support (Pages 225 - 230)
- 11.2 Regional Communications Centre Disaster Recovery and Business Continuity Services Procurement (Pages 231 - 234)
- 11.3 Self-Service Payment Kiosks Procurement (Pages 235 - 240)
- 11.4 Accord Card: Laundry Service Payment (Pages 241 - 254)

PROPERTY

- 12.1 Condition and Suitability Programme 2013-2014 - exempt appendix (Pages 255 - 258)
- 12.2 Property - Vacant and Surplus Assets February 2013 (Pages 259 - 280)
- 12.3 Supplementary Review of Advance Factories 2013 (Pages 281 - 298)
- 12.4 Premises at 132 Wellington Road (Pages 299 - 304)
- 12.5 Property Sales (Pages 305 - 312)

- 12.6 Bobby Calder Park (Pages 313 - 318)
- 12.7 Ferryhill Engine Shed - Current Status (Pages 319 - 324)
- 12.8 Greenferns Development Update

Please note that reports marked with an * have implications for agreed Priority Based Budget (PBB) options.

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FINANCE AND RESOURCES COMMITTEE

ABERDEEN, 6 December 2012 – minute of meeting of the FINANCE AND RESOURCES COMMITTEE. Present: Councillor Young, Convener; Councillor Allan, Vice Convener; and Councillors Cameron, Cooney (as a substitute for Councillor Milne), Dickson, Donnelly, Jackie Dunbar, Graham, Greig (as a substitute for Councillor Yuill for articles 1 to 24), Len Ironside CBE (as a substitute for Councillor Crockett), Malone, McCaig, Nathan Morrison (as a substitute for the Convener for items 24 and 28 only), Noble, Reynolds, Taylor (as a substitute for Councillor Laing), and Yuill (from article 25 onwards).

The agenda and reports associated with this minute can be located at the following link:

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=146&MId=2583&Ver=4>

AGENDA ORDER

1. The Convener advised that item 10.5 of the agenda (Agricultural Tenancies, the Common Good and the Aberdeen Local Development Plan) had been withdrawn from the agenda to enable officers to have further discussions with one of the tenants and that a referral from the Zero Waste Management Sub Committee be considered after item 3.1 of the agenda (Motion by Councillor McCaig).

The Committee resolved:-

to concur with the proposals of the Convener.

DETERMINATION OF EXEMPT ITEMS OF BUSINESS

2. The Convener proposed that the Committee consider those reports identified on the agenda as being for determination in private, with the press and public excluded.

The Committee resolved:

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting from item 8.1 of the agenda (article 24 of this minute) onwards so as to avoid disclosure of information of the class described in the following paragraphs of Schedule 7(A) to the Act: article 24 (paragraphs 6 and 9), article 25 (paragraph 6), article 26 (paragraph 8), article 27 (paragraph 9), article 28 (paragraphs 6 and 9), article 29 (paragraphs 6 and 9) and article 30 (paragraphs 6 and 9).

MINUTE OF PREVIOUS MEETING

3. The Committee had before it the minute of its previous meeting of 4 October 2012.

The Committee resolved:

to approve the minute as an accurate record subject to amending recommendation (b) of article 15 to state 2013 rather than 2032.

MINUTE OF MEETING OF ST NICHOLAS HOUSE WORKING GROUP OF 23 NOVEMBER 2012

4. The Committee had before it the minute of meeting of the St Nicholas House Working Group of 23 November 2012, for approval of the proposed remit of that Group.

The Committee resolved:

to approve the remit of the Working Group as detailed within the minute.

DECLARATIONS OF INTEREST

Councillors Dickson and Donnelly declared interests in the subject matter of item 1 of the committee business statement by virtue of their positions on the Citizens' Advice Bureau Management Committee. Both Councillors then withdrew from the meeting during discussion of that item only.

COMMITTEE BUSINESS STATEMENT

5. The Committee had before it a statement of pending and outstanding committee business, as prepared by the Head of Legal and Democratic Services.

The Committee resolved:

- (i) in relation to item 1 (CAB – Debt Advice Service), to note the Director of Corporate Governance's assurance that a report on this matter would be submitted to the Committee at its meeting on 13 June 2013 at the latest;
- (ii) to remove items 8 (i) (Joint Customer Contact Centre), and 13 (Alternative Delivery Model);
- (iii) to note that reports on items 2 (Common Good Budget), 4 (Annual Housing and Council Tax Benefit Report), 11 (Whitemyres Stores – Corporate Storage), 17 (Jessiefield Farm), 20 (Non Housing Capital Programme 2012/13 – 2014/15 Budgets), 24 (Appeal of Decision Not to Sell Ground Adjacent to 132 Johnston Gardens North) were to be considered on today's agenda and to remove them subject to the decision taken; and
- (iv) to otherwise note the updates contained therein.

MOTIONS LIST

6. The Committee had before it the outstanding motions list, as prepared by the Head of Legal and Democratic Services.

The Committee resolved:

to note the update on the remaining motion.

BUSINESS RATES INCENTIVE SCHEME (BRIS) – MOTION BY COUNCILLOR McCaIG

7. With reference to article 17 of the minute of Council of 10 October 2012, the Committee had before it a motion in the following terms by Councillor McCaig:

‘In order to ensure that Aberdeen City Council reaps the financial benefits of the Scottish Government’s Business Rates Incentive Scheme (BRIS), 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’.

Councillor McCaig spoke to his motion, explaining the rationale behind his request.

The Committee resolved:

- (i) to instruct officers to report on the terms of the motion and the Council’s current position in relation to the BRIS to the next meeting of the Committee; and
- (ii) to instruct officers to report to the budget meeting on the Council’s current position regarding BRIS.

MATTER OF URGENCY

The Convener intimated that he had directed in terms of Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973 that the following referral from the Zero Waste Management Sub Committee be considered as a matter of urgency in order for it to be addressed as part of the budget process.

ZERO WASTE MANAGEMENT SUB COMMITTEE - 5 DECEMBER 2012 RECYCLING FACILITIES AT ABERDEEN CITY COUNCIL OFFICES

8. Reference was made to article 3 of the minute of meeting of the Zero Waste Management Sub Committee of 5 December 2012, at which time members agreed to refer the installation of recycling facilities at Council offices in the next financial year and the necessary funding for this to be implemented to this Committee for consideration so that it could be included as part of the budget process.

The Committee resolved:

- (i) to request officers to report to the next meeting of the Enterprise, Planning and Infrastructure Committee regarding the Council’s strategy for meeting the impending legislative requirements for recycling provision in Council premises and thereafter that this report be submitted to the Zero Waste Management Sub Committee for information only; and
- (ii) to instruct officers to issue a guidance note to all members on the Council’s current and impending legislative requirements in relation to recycling.

2012/2013 FINANCIAL MONITORING – CORPORATE GOVERNANCE SERVICE (CG/12/119)

9. With reference to article 14 of the minute of its meeting of 4 October 2012, the Committee had before it a report by the Head of Finance which provided information on the current year's revenue budget to date for the Corporate Governance Service, and advised of any areas of risk and management action being taken in this regard.

The report recommended:

that the Committee -

- (a) note the information on management action and risks contained within the report; and
- (b) instruct officers continue to review budget performance and report on Service strategies.

The Committee resolved:

- (i) to approve the recommendations; and
- (ii) to commend staff for their efforts in this regard.

REVENUE BUDGET 2012/2013 MONITORING (CG/12/129)

10. With reference to article 16 of the minute of its meeting of 4 October 2012, the Committee had before it a report by the Head of Finance which presented the revenue position for the Council for 2012/13 and advised as to any areas of risk that had been highlighted by the Directors.

The report recommended:

that the Committee -

- (a) agree to allocate the current forecast surplus to an earmarked financial reserve, in line with the financial reserves strategy, approved at the last meeting of the Committee;
- (b) instruct Directors to maintain the tight cost control arrangements that were presently in place, to ensure the forecast budget was delivered; and
- (d) otherwise note the content of the report.

The Committee resolved:

to approve the recommendations.

CAPITAL MONITORING - NON HOUSING CAPITAL PROGRAMME (EPI/12/213)

11. With reference to article 12 of the minute of its meeting of 21 June 2012, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an update on the progress across all Services of projects within the 2011/12 Non Housing Capital Programme.

The report recommended:

that the Committee note the current position.

The Committee resolved:

to approve the recommendation.

ABERDEEN CITY COUNCIL CHARITABLE TRUSTS – ANNUAL REPORT 2011/2012 (CG/12/126)

12. With reference to article 19 of the minute of its meeting of 6 December 2011, the Committee had before it a report by the Head of Finance which presented financial information and the trustees' annual report relating to the charitable trusts administered by the Council, both of which had to be submitted to the Office of Scottish Charities Register.

The report recommended:

that the Committee -

- (a) approve the submission of the trustees' report and basic receipt and payments accounts in respect of those trusts with income under £100,000 per annum (as per appendix A), to the Office of Scottish Charity Register; and
- (b) approve the submission of the trustees' report and fully accrued accounts in respect of the Lands of Torry (as per appendix B), to the Office of Scottish Charities Register.

The Committee resolved:

- (i) to approve the recommendations; and
- (ii) to request officers to advise all members of the Committee, by email, of the value of the Cowdray Hall and Art Museum Trust.

GENERAL FUND REVENUE BUDGET AND CAPITAL BUDGET 2013/14 AND INDICATIVE 5 YEAR BUDGETS (CG/12/1021)

13. The Committee had before it a report by the Director of Corporate Governance which presented information in relation to the 2013/14 General Fund Revenue budget, along with indicative 5 Year budgets for both the General Fund and an indicative investment level of £200 million for the Non Housing Capital Programme for the same period. The budgets before members were based on the current settlement information from the Scottish Government and would therefore be subject to change once an updated settlement position was announced.

The report recommended:

that the Committee –

- (a) note the attached 2013/14 draft budget proposal which would be presented to the Council budget setting meeting;
- (b) note the draft 5 Year Business Plan position in relation to the Council's budget subject to the final grant settlement award letter;
- (c) note that the proposed budget did not include any additional budget savings as the 5 Year Business Plan for 2013/14 demonstrated that none were required;
- (d) note the establishment of a risk fund to mitigate against any in year cost pressures subject to final Council approval at the budget meeting;
- (e) note that the Head of Finance continued to retain working balances, as a minimum, of 2.5%; and
- (g) note that a capital investment programme of £200 million over the 5 Year Business Plan life cycle would be reported to the Council budget setting meeting.

The Committee resolved:

- (i) to approve the recommendations; and
- (ii) to commend staff for their efforts in this regard.

DRAFT HOUSING REVENUE ACCOUNT (HRA) BUDGET AND HOUSING CAPITAL BUDGET 2013/14 TO 2015/16 (CG/12/1023)

14. The Committee had before it a joint report by the Director of Corporate Governance and the Director of Housing and Environment which provided members with information to allow the setting of the rent level for the financial year 2013/14 as well as provisional rent levels for the financial years 2014/15 and 2015/16, explaining that this would allow a capital programme for 2013/14 to be set as well as a provisional programme for 2014/15 and 2015/16.

The report recommended –

that the Committee consider the draft Housing Revenue Account budget and refer the report to Council on 19 December 2012 for:

- (a) approval of the budget as attached as Appendix 1;
- (b) approval of the weekly unrebated rents for municipal houses, as detailed in Appendix 1, to take effect from Monday 1 April 2013;
- (c) approval of the level of revenue contribution to the Housing Capital budget for 2013/14 as well as a provisional contribution for the subsequent two financial years as detailed in Appendix 1 of this report;
- (d) approval of the recommendation by the Head of Finance to increase working balances from 5% to 10% over a three year period to meet future contingencies;
- (e) approval of the continuation of the practice that all capital receipts, from the disposal of Council houses, be used to repay debt for 2013/14 and future years;
- (f) approval of the level of miscellaneous rents and service charges, including Heat with Rent as detailed in Appendix 1;
- (g) approval of other adjustments Council might wish to make to the draft HRA for the financial years 2013/14 to 2015/16; and
- (h) setting of a capital programme for the financial year 2013/14 based on the rent strategy adopted as well as the indicative level of programme for the financial years 2014/15 and 2015/16.

The Committee resolved:

to refer the report simpliciter to Council.

COMMON GOOD BUDGET 2013/14 AND INDICATIVE 2014/15 – 2017/18 BUDGET (CG/12/1024)

15. The Council had before it a report by the Director of Corporate Governance which presented the draft Common Good budget for 2013/14 as well as a further indicative four year budget and financial strategy on the use of reserves and capital receipts.

The report recommended:

that the Committee -

- (a) approve the recommendation by the Head of Finance to retain a minimum of two years' cash balances;
- (b) note the contents of Appendix 2 regarding clarity over the use of the Common Good Fund;
- (c) approve the recommendation in Appendix 3 regarding the financial strategy for the operation of the Common Good Fund, such that any surplus funds could be invested with the Council at an interest rate of 0.5% less than that charged by the Public Works Loans Board (PWLB) over a review period of five years;
- (d) approve the recommendations in Appendix 4 regarding the investment strategy of the Common Good Fund and the proposal regarding the strategy for funds received from the sale of any Common Good Assets;
- (e) note the Common Good Fund budget for 2013/14 as detailed in Appendix 1; and
- (f) note the 2014/15 - 2017/18 indicative budget contained in Appendix 1.

The Committee resolved:

to approve the recommendations.

NORTH EAST SCOTLAND PENSION FUND (NESPF) 2013/14 – 2017/18 INDICATIVE 5 YEAR BUDGET (CG/12/1022)

16. The Council had before it a report by the Director of Corporate Governance which provided details of the budget included in the 2013/14 General Fund budget relating to NESPF, the cost of which was based on the Council's statutory obligation to administer the scheme and was met by NESPF, as well as an indicative 2014/15 – 2017/18 budget.

The report recommended:

that the Committee -

- (a) note the provision contained within the Council's General Fund budget for 2013/14;
- (b) note the 2014/15 -2017/18 indicative budget;
- (c) instruct the Head of Finance to recover the actual costs from NESPF; and
- (d) instruct the Head of Finance to draw up a Service Level Agreement (SLA) and report back to the relevant Committees.

The Committee resolved:

to approve the recommendations.

UNRECOVERABLE DEBT (CG/12/116)

17. With reference to article 24 of the minute of its meeting of 29 September 2011, the Committee had before it a report by the Director of Corporate Governance which (a) requested approval, in terms of financial regulation 11.3.7, to write off business rate debts in excess of £25,000 deemed to be unrecoverable during 2011/12 and (b) advised of the numbers and values of Council Tax, business rates, community charge and housing benefit overpayments of up to

£10,000, deemed to be unrecoverable during 2011/12 after all approved recovery procedures had been followed, in terms of financial regulations 11.3.6 and 11.3.9.

The report recommended:

that the Committee -

- (a) note the value of Council Tax, business rates, community charge, housing benefit overpayments a deemed by the Director of Corporate Governance as unrecoverable, as detailed at appendices (i) – (v); and
- (b) agree that the business rates amounts over £25,000 (and as detailed at appendix (vi) in the exempt section of the agenda (article 25 of this minute refers)) deemed as unrecoverable by the Director of Corporate Governance, also be written off.

The Committee resolved:

- (i) to approve the recommendations; and
- (ii) to commend staff for their efforts in this regard.

ANNUAL HOUSING AND COUNCIL TAX BENEFIT REPORT (CG/12/115)

18. With reference to article 33 of the minute of its meeting of 29 September 2011, the Committee had before it a report by the Director of Corporate Governance which detailed the performance of Housing and Council Tax Benefit during 2011/12, by way of an annual report.

The report recommended:

that the Committee note that an annual report advising of Housing and Council Tax Benefit service performance would be presented to the Committee.

The Committee resolved:

to approve the recommendation.

ICT ASSET MANAGEMENT PLAN (CG/12/125)

19. The Committee had before it a report by the Director of Corporate Governance which sought approval of the ICT Asset Management Plan.

The Committee resolved:

- (i) to approve the ICT Asset Management Plan; and
- (ii) to request officers to provide Councillor Jackie Dunbar with: (a) a breakdown of the of the costs for the virtual server and (b) details of the cost benefit of the ITIL Best Practice Framework

CORPORATE RECORDS MANAGEMENT (CG/12/120)

20. The Committee had before it a report by the Director of Corporate Governance which provided an update on the proposed corporate approach to records management.

The report recommended:

that the Committee note the corporate approach to records management that would compliment the Corporate Information Management Strategy and provide the Council with the governance framework which was required as of January 2013 when the Public Records (Scotland) Act 2011 became a legislative requirement.

The Committee resolved:

to approve the recommendation.

MATTER OF URGENCY

The Convener intimated that he had directed in terms of Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973 that the following report be considered as a matter of urgency in order that the Committee could consider the future operation of Provost Skene's House.

PROVOST SKENE'S HOUSE (ECS/12/063)

21. The Committee had before it a report by the Director of Education, Culture and Sport which advised that the imminent commencement of the contract to demolish St Nicholas House would result in the need to close Provost Skene's House.

The report recommended:

that the Committee:

- (a) agree to withdraw public service at Provost Skene's House until further notice;
- (b) instruct officers to identify and cost extended opening hours at other museums and the Art Gallery and thereafter to report to Education, Culture and Sport and Finance and Resources Committees, with recommendations in this regard; and
- (c) instruct officers to ensure that users, visitors and external agencies were advised of the changes to the delivery of public service.

The Committee resolved:

- (i) to agree to withdraw public service at Provost Skene's House at a date to be determined by the Director of Education, Culture and Sport in consultation with the Conveners of the Finance and Resources and Education and Culture and Sport Committees and advised to all members of the Committee;
- (ii) to instruct officers to identify and cost extended opening hours at other Museums and the Art Gallery, to undertake a survey to gauge public demand for extended open hours at these locations, and thereafter, to report to Education, Culture and Sport and Finance and Resources Committees, with recommendations; and
- (iii) to approve recommendation (c).

PROVISION OF BANKING SERVICES PROCUREMENT (CG/12/109)

22. The Committee had before it a report by the Director of Corporate Governance which sought approval of a collaborative tender exercise for the provision of banking services for a period of five years at an estimated annual cost of to this Council of £35,000.

The report recommended:

that the Committee -

- (a) approve the estimated annual cost of £35,000 (which equated to a total of £175,000 over the proposed five year duration), in accordance with Standing Order 1(3) of the Council's Standing Orders Relating to Contracts and Procurement; and
- (b) agree that a competitive tendering exercise for the provision of banking services be undertaken jointly with Aberdeenshire Council, in line with the Council's Standing Orders relating to Contracts and Procurement, Financial Regulations and relevant EU Legislation.

The Committee resolved:

to approve the recommendations.

ELECTRIC VEHICLE CHARGING INFRASTRUCTURE PROCUREMENT (EPI/12/258)

23. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval of a tender exercise for the provision of electric vehicle charging infrastructure for this financial year at the estimated expenditure detailed in the report .

The report recommended:

that the Committee -

- (a) approve the estimated expenditure of up to £120,000 for 2012/13 from the grant to facilitate the provision of electric vehicle charging infrastructure;
- (b) instruct officers to procure Electric Vehicle Charging Infrastructure, estimated to be in the region of £80,000, through an open tender in accordance with Standing Order 1(3) of the Council's Standing Orders Relating to Contracts and Procurement; and
- (c) instruct officers to identify and directly award the contract to the preferred bidder.

The Committee resolved:

- (i) to approve the recommendations; and
- (ii) to instruct officers to consult local members on the siting of the electric vehicle recharging points.

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

MATTER OF URGENCY

The Convener intimated that he had directed in terms of Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973 that the following report be considered as a matter of urgency in order that the Committee could consider the outcome of the marketing of the sites in a timely manner.

DECLARATION OF INTEREST

Prior to consideration of the following item of business, the Convener declared an interest in the subject matter by virtue of his association with the development company involved, Carlton Rock Limited. The Convener then withdrew from the meeting and was substituted by Councillor Nathan Morrison, for this item only.

At this juncture, the Vice Convener assumed the Chair.

PINEWOOD AND HAZLEDENE DEVELOPMENT SITES – OUTCOME OF MARKETING (EPI/12/253)

24. With reference to article 52 of the minute of its meeting of 17 June 2011, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which presented the outcome of the marketing of the Pinewood and Hazledene sites and advised on the legal agreement between the Council, Robert Gordon's College and the Council's agricultural tenant.

The report recommended:-

that the Committee -

- (a) agree that the Council wished to sell the site;
- (b) note the revised percentage split in the sale proceeds between all interested parties;
- (c) instruct the Head of Legal and Democratic Services to conclude missives for the sale of this property, in terms of the tri-partite agreement to Dandara Limited based on its offer number 4 detailed in the report, incorporating various qualifications as were necessary to protect the Council's interests; and
- (d) in the event that the recommendation (c) above was approved, agree to an alteration to the current split between the College and the Council, based on the College's preference to accept offer number 3 detailed in the report with payment over a three year period. This would result in the College receiving payment as if offer number 3 had been accepted, with the effect that they received a quicker but lower payment.

The Vice Convener moved, seconded by Councillor Donnelly, moved:-
that the recommendations contained in the report be approved.

Councillor Greig moved as an amendment, seconded by Councillor Malone:-
that the Committee -

- (a) agree that the Council wished to sell the site at some future time to be agreed and take no further action meantime; and
- (b) request officers to submit a further report to this Committee on the revised split in the sale proceeds to enable further scrutiny of the proportions to each party for information only.

Councillor Noble moved as a further amendment, seconded by Councillor McCaig:-
that the Committee -

- (a) instruct officers to recommence negotiations with the tenant to reduce their share of proceeds to reflect the Council's land ownership and the limited duration of their lease and to report back to the next meeting of this Committee on the outcome of the negotiations; and
- (b) agree that should there be no movement within the negotiation, not to sell the land until 2020 after the lease had ended.

In terms of Standing Order 12(9), the Committee first divided between the amendment by Councillor Greig and the amendment by Councillor Noble.

On a division, there voted:- for the amendment by Councillor Greig (2) - Councillors Greig and Malone; for the amendment by Councillor Noble (5) - Councillors Cameron, Dickson, Jackie Dunbar, McCaig and Noble; declined to vote (8) - the Vice Convener; and Councillors Cooney, Donnelly, Graham, Ironside, Nathan Morrison, Reynolds and Taylor.

The Committee then divided between the motion and the successful amendment by Councillor Noble.

On a division, there voted:- for the motion (8) - the Vice Convener; and Councillors Cooney, Donnelly, Graham, Ironside, Nathan Morrison, Reynolds and Taylor; for the amendment by Councillor Noble (7) - Councillors Cameron, Dickson, Jackie Dunbar, Greig, McCaig, Malone and Noble.

The Committee resolved:-
to adopt the motion.

In terms of Standing Order 36(3), Councillor Greig intimated that he wished this matter to be referred to Council for final determination and was supported by Councillors Jackie Dunbar, McCaig, Malone and Noble.

At this point, the Convener rejoined the meeting and resumed the Chair.

UNRECOVERABLE DEBT (CG/12/116) – APPENDIX

25. With reference to article 17 of this minute, the Committee had before it an appendix containing details of business case write offs above £25,000.

The Committee resolved:

to note that this matter had been dealt with at article 17 of this minute.

CORPORATE SYSTEMS AND MOBILE APPLICATIONS INTEGRATION TOOL – TENDER (CG/12/111)

26. The Committee had before it a joint report by the Director of Corporate Governance and the Director of Housing and Environment which sought approval of the capital expenditure of up to £77,000 for the purchase of a corporate systems and mobile applications integration tool.

The report recommended:

that the Committee -

- (a) approve capital expenditure of up to £77,000 as a precursor to the procurement of a corporate systems and mobile applications integration tool; and
- (b) approve annual revenue expenditure of approximately £12,000 from the existing ICT rolling programme budget over a five year period.

The Committee resolved:

- (i) approve capital expenditure of up to £77,000 for the procurement of a corporate systems and mobile applications integration tool; and
- (ii) approve recommendation (b).

JESSIEFIELD FARM – PROPOSED EQUESTRIAN CENTRE (EPI/12/255)

27. With reference to article 38 of the minute of its meeting of 15 March 2012, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an update on the negotiations undertaken by the Head of Asset Management and Operations in relation to the proposed creation of a new equestrian centre.

The report recommended:

that the Committee –

- (a) approve, in principle, the partial renunciation of 13 acres from the agricultural lease of Jessiefield Farm;
- (b) approve, in principle, the lease of the 13 acre site to Equiworld Club Ltd on the provisional terms and conditions outlined in paragraph 5.6 of the report; and
- (c) instruct the Head of Legal and Democratic Services to formally conclude the partial lease renunciation and the grant of a new lease to Equiworld Club Ltd on terms and conditions as were necessary to protect the Council's interests.

The Convener moved, seconded by the Vice Convener:-

that the recommendations contained in the report be approved.

Councillor Malone moved as an amendment, seconded by Councillor Yuill:-

that the Committee -

- (a) approve recommendations (a) and (c);
- (b) approve, in principle, the lease of the 13 acre site to Equiworld Club Ltd on the provisional terms and conditions outlined in paragraph 5.6

of the report, with the exception that the rent would be payable once the equestrian centre commenced trading or after six months, whichever was the sooner.

On a division, there voted:-

For the motion (14) - the Convener; the Vice Convener; and Councillors Cameron, Cooney, Dickson, Donnelly, Jackie Dunbar, Graham, Ironside, McCaig, Noble, Reynolds, Taylor and Yuill; for the amendment (1) - Councillor Malone.

The Committee resolved:-
to adopt the motion.

DECLARATION OF INTEREST

Prior to the consideration of the following item of business, the Convener declared an interest in the subject matter by virtue of knowing the appellant. The Convener then withdrew from the meeting and was substituted by Councillor Nathan Morrison for this item only.

At this juncture, the Vice Convener assumed the Chair.

APPEAL AGAINST REFUSAL TO SELL GROUND ADJACENT TO 132 JOHNSTON GARDENS NORTH (EPI/12/193)

28. Reference was made to article 30 of the minute of its meeting of 4 October 2012, at which time the Committee deferred consideration of a report by the Director of Enterprise, Planning and Infrastructure which advised members of the appeal against an officers' decision to refuse to sell an area of amenity ground adjacent to 132 Johnston Gardens North, Peterculter.

The report recommended:-

that the Committee uphold the officers' decision to refuse to sell the area of amenity ground adjacent to 132 Johnston Gardens North, Peterculter.

The Committee resolved:

to approve the recommendation.

At this point, the Convener rejoined the meeting and resumed the Chair.

PROPERTY - VACANT AND SURPLUS ASSETS (EPI/12/252)

29. With reference to article 31 of the minute of its meeting of 4 October 2012, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided members with an update on activities in relation to properties which had been declared surplus to the Council's requirements or were currently vacant awaiting a decision on future use.

The report recommended:

that the Committee –

- (a) note that a new agent had been instructed to market the former Victoria Road School and that following discussions with the new agent planning consideration was now being given to a partial or full demolition of the buildings currently on the site in order to assist the marketing of the property;
- (b) note that the planning consent for Mains of Dyce steading had now expired and that officers were considering submitting a new planning application in early 2013;
- (c) note the concluded sales for the following properties since the Committee's meeting of 4 October 2012:-
 - 19-25 Inverurie Road (General Services Account £93,000)
 - Garage Site, 20 Marischal Gardens (Housing Revenue Account £2,000)
 - Garage Site, 10 Craig Gardens (Housing Revenue Account) £2,500
 - 26 Netherhills Avenue (General Services Account £226,000); and
- (d) note the concluded lease of Unit 10 Burnbank Business Units, Altens (£24,000 per annum) held on the tenanted non residential portfolio since the Committee's meeting of 4 October 2012.

The Committee resolved:

to approve the recommendations.

PROPERTY SALES (EPI/12/251)

30. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which presented the outcome of the marketing of 29 Redmoss Avenue, Nigg.

The report recommended:

that the Committee –

- (a) accept the offer submitted by Matthew Cohen and Associates, on behalf of Radoslav Zadansky and Zaneta Stempakova, for 29 Redmoss Avenue, Nigg. However, should this offer not be realised within a reasonable timescale, and in view of the closeness of the second highest offer, to accept the offer submitted by The Grant Smith Law Practice, on behalf of Hossein Abolfathi and Omideh Asef-Afshar; and
- (b) to instruct the Head of Legal and Democratic Services to conclude missives for the sale of this property in either instance, incorporating various qualifications as were necessary to protect the Council's interests.

The Committee resolved:

- (i) to approve the recommendations contained in the report, to request officers to endeavour to conclude the missives for the sale with the highest offer by the end of January 2013 and to instruct that the status of the sale be reported at the next meeting of the Committee; and
- (ii) to instruct officers to review the current procedure for property sales and report back to a future meeting of the Committee in this regard.

- COUNCILLOR WILLIE YOUNG, Convener.

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FINANCE AND RESOURCES COMMITTEE

ABERDEEN, 15 January 2013 – minute of meeting of the FINANCE AND RESOURCES COMMITTEE. Present: Councillor Young, Convener; Councillor Allan, Vice Convener; and Councillors Cameron, Corall (as a substitute for Councillor Jackie Dunbar), Dickson, Finlayson (as a substitute for Councillor Reynolds), Forsyth, Graham, Kiddie (as a substitute for Councillor McCaig for article 1 and part of article 2); Laing, McCaig (for part of article 2), Malone, Milne, Noble, Taylor (as a substitute for Councillor Crockett), and Yuill.

The agenda and reports associated with this minute can be located at the following link:

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=146&MId=2783&Ver=4>

DETERMINATION OF EXEMPT ITEMS OF BUSINESS

1. The Committee was requested to determine that the following item of business which contained exempt information as described in Schedule 7(A) of the Local Government (Scotland) Act 1973, be taken in private:-

- Nicholas House – Structural Demolition

The Committee resolved:-

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of the aforementioned item of business (Article 2 of this minute refers) so as to avoid disclosure of exempt information of the class described in paragraph 8 of Schedule 7(A) of the Act.

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

ST NICHOLAS HOUSE – STRUCTURAL DEMOLITION (EPI/12/267)

2. With reference to article 11 of the minute of the meeting of Council of 6 October 2011, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval of the expenditure of £3,692,134 for the work associated with the demolition of St Nicholas House, and provided an update on the demolition process and the appointment of Safedem Limited as demolition contractor for the structural demolition/deconstruction of the building following a tender process.

The report recommended:

that the Committee -

- (a) approve expenditure of £3,692,134 for the work associated with the demolition of St Nicholas House, to be met from the Council's Capital Fund and available within the Council's current financial position;

- (b) subject to the approval of recommendation (a), to instruct the Head of Finance to track the spend of this project and ensure that the funding package for these works was in line with the Council's overall financial strategy which was to continue to de-risk the Council's balance sheet, reduce overall levels of debt and maintain adequate reserves and provisions;
- (b) note that the strategic review would also include determination of what costs might be capitalised as appropriate and would be reported as part of the Council's statutory accounts; and
- (c) note the update on the demolition process for St Nicholas House and the appointment of the contractor.

The Committee resolved:

- (i) to approve the recommendations; and
- (ii) to refer the changes in the demolition costs for St Nicholas House (from an original indicative sum of £4,000,000 in 2007 and 2009 to £2,000,000 in 2011 and thereafter to £3,692,134 in 2013) and the timescale for the works to the Audit and Risk Committee for consideration.

- COUNCILLOR WILLIE YOUNG, Convener.

FINANCE AND RESOURCES COMMITTEE

COMMITTEE BUSINESS

21 FEBRUARY 2013

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

No.	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
1.	<p>Finance and Resources Committee 28/01/10 article 2 & 11/03/10 article 31 & 11/05/10 article 34</p> <p>Audit and Risk 29/03/11 article 12</p>	<p><u>CAB – Debt Advice Service</u></p> <p>At its meeting of 11/03/10 the Committee resolved: to request a report back at each meeting of this Committee on all matters detailed within the report and in particular until a Service Level Agreement is in place between the Council and the CAB.</p> <p><u>Internal Audit - Summary of Audit Findings - Report by Pricewaterhouse Coopers</u></p> <p>The Committee resolved: to instruct officers to report on the following bodies to their relative Service Committee explaining why no Service Level Agreement was currently in place and to instruct the Service to establish a Service Level Agreement within a strict timeframe:</p> <ul style="list-style-type: none"> • Citizens' Advice Bureau. 	<p>A report will be presented when an SLA has been established.</p> <p>Financial Inclusion has recently become the responsibility of the Head of Housing and Community safety. All of the issues around the commissioning of services from partners including the CAB will of necessity be given consideration as part of our considered response to Welfare reform. Our response to welfare reform is a major piece of work and a bulletin update was provided to members at the last F and R meeting. The major issues for the Council will only become clear over the next few months and arrangements are being put in place for joint working arrangements with The Department of Work and Pensions to develop an appropriate response. Consideration of the role to be played by partners will be integral to this. Discussions have been held recently with the CAB about an SLA and agreement to the benefits of this</p>	Head of Housing and Community Safety	19/06/12	13/06/13

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
			<p>have been agreed. The CAB has shared key financial information with the City Council as to its cost base etc. A sensible SLA can only be developed once the issues around welfare reform are clear. Council will be kept advised on progress.</p> <p>At its meeting on 6 December 2012, the Committee noted the Director of Corporate Governance's assurance that a report on this matter would be submitted to the Committee at its meeting on 13 June 2013.</p> <p>An oral update will be provided at the meeting.</p>			
2.	<p>Finance and Resources Committee 11/03/10 article 20</p> <p>Finance and Resources Committee 15/03/10 article 18</p>	<p><u>Applications for Financial Assistance 2009/10 – Grant Application System</u></p> <p>The Committee resolved: to instruct officers to bring forward a report detailing ways in which the grant application system can be streamlined especially with regard to reporting to Committee.</p> <p>The Committee resolved: (i) to note the progress in moving towards a more streamlined process for financial assistance and grant applications; and (ii) to request that a final report be brought back on the process when it is implemented.</p>	<p>A process will be prepared and implemented for financial year 2013/14, and reported to Finance and Resources Committee in February.</p>	Head of Finance	06/12/12	25/4/13

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
3.	Finance and Resources 28/09/10 article 24	<u>Access from the North Proposals (Third River Don Crossing) - Compulsory Purchase Order</u> The Committee resolved: to note that officers would provide regular updates to Committee in relation to progress with land acquisition against budget.		Head of Asset Management and Operations	As and when required	
4.	Finance and Resources 28/09/10 article 25	<u>Property Asset Management Plan</u> The Committee resolved: that also in respect of the TNRP review, the Head of Asset Management and Operations be instructed, in conjunction with the Head of Finance, to prepare a schedule of property reviews with a view to completing within eighteen months and to report on those reviews, to appropriate meetings of this Committee.	The Report in relation to the Common Good farms is currently being progressed by officers and is likely to be presented in the spring. A Report in relation to Bucksburn Farm is on today's Agenda.	Head of Asset Management and Operations	04/10/12	21/2/13 – Common Good Farms Other matters December 2013
5.	Finance and Resources 01/02/11 article 32 & Budget Meeting of Council 10/02/11 article 2.	<u>Accord Card – Citizen Roll Out</u> The Committee resolved: to instruct that a progress report be submitted to this Committee every second cycle .	A report was considered by the Committee on 4 October 2012. A report is on the agenda.	Head of Customer Service and Performance	21/02/13	21/02/13
6.	Finance and Resources 01/02/11 article 39 Finance and Resources	<u>Joint Customer Contact Centre</u> The Committee resolved: to instruct that the joint project team report back to this Committee on 16 June, 2011 with a recommendation as to whether to proceed with the	<u>0845 Numbers</u> Having consulted the Ofcom website the following should be noted: <u>“Subject to the results of the consultation, Ofcom intends to make a final decision on the new rules by early 2013.”</u> Following analysis of	Head of Customer Service and Performance	16/06/11	21/02/13 – information bulletin

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
	<p>29/09/11 article 8</p> <p>Finance and Resources 21/06/12 article 3</p>	<p>development of the Joint Customer Contact Centre.</p> <p>The Committee resolved: to instruct officers to report back to this Committee when the outcomes of the Ofcom review and ADM project are known to enable a decision to be made on whether or not to continue the use of 0845 numbers for the related services included in this report.</p> <p>The Committee resolved: in relation to item 11 (Joint Customer Contact Centre), to request in any report back that the costs involved in implementing 0845 numbers be made explicit.</p>	<p>Ofcom's decision in 2013 a further update will be provided to committee. In the interim both 0845's and 01224's will continue to be advertised, as previously agreed, for services offered by Customer Service and Performance to enable customers to choose how they wish to access services.</p> <p>An information bulletin report is available.</p>			
7.	<p>Finance and Resources 21/04/11 article 4</p>	<p>3Rs Project</p> <p>The Committee resolved: to instruct that progress reports on the 3Rs Project be brought back to appropriate meetings of this Committee.</p>	<p>It is suggested that the next Property Asset Management Plan (due in Autumn 2013), and all subsequent Plans, include a Section on the specific performance of these assets.</p> <p>Recommended for removal.</p>	Head of Asset Management and Operations	As and when required	
8.	<p>Finance and Resources 21/04/11 article 30</p>	<p>Review of Advance Factories</p> <p>The Committee resolved: to instruct that in order to prevent further deterioration, and to optimise rental income, that further investigations be undertaken by the Head of Asset Management and Operations (including a costed programme of repairs) and that this be reported back to this Committee in due course.</p>	<p>This whole case is being further researched and considered by Asset Management with the assistance of colleagues from Finance.</p> <p>A report is on the agenda.</p>	Head of Asset Management and Operations	19/06/12	21/2/13

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
9.	Housing and Environment 24/01/12 article 13	<u>Affordable Housing Delivery</u> The Committee resolved: to request that officers report to the appropriate committee in due course to advise as to whether there is any evidence to suggest that reducing the Council Tax discount on long term empty properties provides an incentive to owners to bring their empty properties back into use.	A report will be issued on the outcome of consultation with Scottish Government.	Head of Finance/ Revenues and Benefits Manager	06/12/12	25/4/13
10.	Finance and Resources 15/03/12 article 19	<u>Youth Activities Small Grants Fund</u> The Committee resolved: to instruct that a further report be submitted in order that members can consider whether the power to award this funding should transfer exclusively to the Youth Council.	The Youth Council has now met to consider this issue and have taken a decision that they would not wish the power to award this funding to be transferred exclusively to the Youth Council. Recommended for removal	Head Communities, Culture and Sport	04/10/12	21/02/13
11.	Finance and Resources 15/03/12 article 30	<u>Grampian Japan Trust Loan Request</u> The Committee resolved: (i) to instruct officers to seek further clarification on the Grampian Japan Trust as per paragraph 5.4 of the report; (ii) subject to the above, to approve a secured loan for a period of 12 months of up to £15,000 to Grampian Japan Trust subject to (1) the Head of Legal and Democratic Services being satisfied that the Council has adequate security over the property known as Thomas	Discussions are ongoing and a report will be submitted in early 2013.	Head Communities, Culture and Sport	04/10/12	25/4/13

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
	<p>Glover House; and (2) the Head of Finance being satisfied that there is no financial risk to the Council, and evidence of proper financial stewardship of the Trust; and</p> <p>(iii) to instruct the Director of Education, Culture and Sport to report back to this Committee providing details of the final outcome of the above.</p> <p>The Committee resolved: to instruct that a report be presented to the next meeting of this Committee of 4 October, 2012, which should either confirm that the further information sought has been provided and the loan made, or that the loan offer has been withdrawn.</p>					
12.	<p>Finance and Resources 21/06/12 article 14</p> <p>Finance and Resources 15/03/12 article 36</p>	<p><u>Review of Commercial Office Properties</u></p> <p>The Committee resolved:</p> <p>(ii) to instruct the Head of Asset Management and Operations to undertake an appraisal on 11/13 and 15/17 Belmont Street, reporting back to this Committee in due course; and</p> <p>(iii) to instruct the Head of Asset Management and Operations to review and report on possible options for the future of 1 Queens Gardens, prior to the current lease expiring in April, 2014.</p>	<p>In relation to item (i) a report will be reported within two cycles; and item (iii) will be reported during the course of 2013.</p> <p>A report on (ii) hasn't been completed for inclusion on the agenda, due to competing priorities. This item will be reported to the Committee meeting on 13 June, 2013.</p>	Head of Asset Management and Operations	06/12/12	25/4/13

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
13.	Finance and Resources 15/03/12 article 42	<p><u>Queen's Links Leisure Park</u></p> <p>The Committee resolved: to instruct the Head of Asset Management and Operations to provisionally negotiate an appropriate grassum payment to be paid by the tenant/ developer, in return for the Council's consent to amend the terms of the ground lease in this way, and to report to a future meeting of this Committee for potential approval of those provisional negotiations.</p>	<p>Planning application by the tenant/ developer to create a new drive-thru restaurant on site was rejected by the Development Management Sub-Committee on 17/01/13.</p> <p>At present, that decision halts the provisional negotiation process on the property aspects of the proposal, unless the tenant/ developer determines to appeal the planning decision.</p>	Head of Asset Management and Operations	04/10/12	25/4/13
14.	Finance and Resources 15/03/12 article 43	<p><u>Ferryhill Engine Shed</u></p> <p>The Committee resolved: to instruct officers to report back on progress in 6 months.</p>	<p>At its meeting on 4 October 2012, the Committee resolved to instruct officers to report to the appropriate Committees at the earliest opportunity on progress on all the identified issues. A report is on the agenda.</p>	Head of Asset Management and Operations	21/2/13	21/2/13
15.	Finance and Resources 21/04/11 article 25 Corporate Policy and Performance Committee 14/06/12 article 4	<p><u>External Support to Deliver the Business Plan</u></p> <p>The Committee resolved: to instruct that a report be brought back to the Corporate Policy and Performance Committee (or the Urgent Business Committee if during recess) to deal with any securing of external support that may be required to assist with the delivery of service options relating to external delivery. Updates to be provided by the Director as and when required.</p> <p>At its meeting of 14 June, the Corporate Policy and Performance Committee</p>		Directors as appropriate	As and when required	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
		recommended that this item be transferred to the Finance and Resources Committee.				
16.	Council 22/08/12	<p><u>Loirston Development Sites</u></p> <p>Council resolved amongst other things, to instruct officers to undertake a strategic review of the Council's landholdings at Bobby Calder Park, giving consideration to:-</p> <ul style="list-style-type: none"> the 'Leisure Asset and Pitch Strategy Audit' the masterplanning of adjoining sites the outcome of further discussions with CRFCL (see (h)) other development opportunities in the area including the possibility to establish regional sports facilities with a report being brought back to the meeting of the Finance and Resources Committee in February 2013. 	An update report is on the agenda.	Head of Asset Management and Operations	21/2/13	21/2/13
17.	Finance and Resources 04/10/12 article 29	<p><u>Satrosphere</u></p> <p>At its meeting on 4 October 2012 the Committee agreed amongst other things, to instruct officers to provisionally negotiate terms and conditions of lease, or an extension to an existing lease, or other potential property transaction, in the event that consideration leads Satrosphere to the conclusion that either relocation to another venue held on the Council's Property Account or redevelopment of their existing facility at 179 Constitution</p>	<p>As at the end of October, Officers were awaiting additional response from Satrosphere Limited in respect of further consideration by its Board of feasibility planning around potential redevelopment and/or relocation.</p> <p>Timescales for future reporting will be dependant on the outcomes of the organisations own financial assessments and, where relevant, further engagement with the Council's Asset Management teams.</p>	Head of Educational Development, Policy and Performance	25/04/13	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
		Street was the preferred option, on the basis that any provisional agreement between the parties be reported to a future meeting of this Committee, in order that members might consider formal approval.				
18.	Finance and Resources 04/10/12 article 34	<u>Newhills Expansion – Initial Consultants Appointment</u> The Committee resolved, amongst other things, to note that this commission would be the 1 st phase of the programme of work for the implementation of a Development Framework for the site, and that a further report would be submitted to this Committee.	Initial works have been progressed although discussions with other interested parties are not yet at a stage where they can be reported to Committee. It is hoped that a report will be submitted to the next meeting.	Head of Asset Management and Operations	21/2/13	25/4/13
19.	Finance and Resources 06/12/12 article 18	<u>Annual Housing And Council Tax Benefit Report</u> The Committee resolved to note that an annual report advising of Housing and Council Tax Benefit Service performance would be presented to the Committee.		Head of Finance	December 2013	
20.	Finance and Resources 06/12/12 article 21	<u>Provost Skene's House</u> The Committee resolved amongst other things, to instruct officers to identify and cost extended opening hours at other Museums and the Art Gallery, and to undertake a survey to gauge public demand for extended open hours at these locations, thereafter, to report to Education, Culture and Sport, and Finance and Resources Committees,		Head of Communities, Culture and Sport	25/4/13	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
		with recommendations.				
21.	Finance and Resources 06/12/12 article 30	<u>Property Sales – 29 Redmoss Avenue, Nigg</u> The Committee resolved: (i) to approve the recommendations contained in the report and to request officers to endeavour to conclude the missives for the sale with the highest offer by the end of January 2013 and that the status of the sale be reported at the next meeting of the Committee; and (ii) to request officers to review the current procedure for property sales and report back to a future meeting of the Committee in this regard.	An update in provided in the vacant/ surplus Report. Recommend for removal.	Head of Asset Management and Operations	21/2/13	21/2/13
22	Housing and Environment 15/01/13 article	<u>Local Authority Mortgage Scheme</u> The Committee resolved to approve the principle of taking the scheme forward subject to further exploration of the financial and legal position with a detailed report to Finance and Resources Committee on 21 February 2013.	Subsequent to the decision of the Housing and Environment Committee, officers are awaiting advice from legal services regarding the Local Authority Mortgage Scheme. A report will be submitted to the Committee once this information has been received. An information bulletin report is available.	Head of Housing and Community Safety	21/2/13	25/4/13

FINANCE AND RESOURCES COMMITTEE

MOTIONS LIST

21 FEBRUARY 2013

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

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</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 Greig</u></p> <p>“That this Council produces a report with recommendations for identifying any possible financial sources and fundraising opportunities in order to create a permanent commemoration in the city of the Diamond Jubilee and of the Queen’s reign”.</p>	13 June, 2012	<p>The Finance and Resources Committee of 21/06/12 resolved: to instruct that officers consult with all elected members to ask for suggestions as to how to commemorate the Diamond Jubilee and the Queen’s reign, and to report back, in terms of the motion at the next meeting of this Committee of 4 October 2012.</p>	<p>At its meeting on 4 October 2012, the Committee agreed to establish a working group of seven members from the Council (comprising 2 Labour representatives, 2 SNP, 1 Liberal Democrat, 1 Conservative and 1 Independent Alliance), to be chaired by the Depute Provost, to consider the proposals contained in the report and any other members might make, and that officers report back on a preferred option for approval.</p> <p>The inaugural meeting of the Working Group is to be held on 29 November 2012.</p>	Head of Office of Chief Executive	21.02.13	No

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</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>
2.	<p><u>Motion by Councillor McCaig</u></p> <p>"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."</p>	10 October 2012	<p>The Finance and Resources Committee of 06/12/12 resolved:</p> <p>(i) to instruct officers to report on the terms of the motion and the Council's current position in relation to the Business Rates Incentive Scheme (BRIS) to the next meeting of the Committee; and</p> <p>(ii) to instruct officers to report on the Council's current position regarding BRIS at the budget meeting on 7 February 2013.</p>	<p>A report is on the agenda.</p> <p>The Council is still awaiting a response from the Scottish Government regarding the Business Rates Incentive Scheme (BRIS). Officers are in communication with the Scottish Government and Cosla regarding this and once confirmation on BRIS has been received a report on the terms of the motion will be submitted to the Committee.</p>	Finance	21/2/13	No
3.	<p><u>Emergency Motion by Councillor Crockett</u></p> <p>"This Council denounces SNP MSP for Aberdeen Central Kevin Stewart a former Finance Convener who on the 17th December 2012 disgracefully accused</p>	19 December 2012		<p>The Head of Legal and Democratic Services has written to Kevin Stewart MSP and a response is awaited.</p>	Head of Legal and Democratic Services	25/4/13	No

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</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>
	<p>the Council of “cooking the books” and “presenting a misleadingly pessimistic account” in their five-year budget projections. Council reaffirms its total support for Aberdeen City Council’s Finance Team the first ever Scottish Accountancy Awards Public Sector Finance Team of the Year 2012. Further instructs the Head of Legal and Democratic Services to write to Kevin Stewart MSP seeking a retraction of his disgraceful comments and thereafter report back to the next Finance and Resources Committee for consideration, which may include reporting the matter to the Public Standards Commissioner for Scotland. Council further notes the SNP Group’s support for the five year business plan at the</p>						

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</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>
	Finance and Resources Committee meeting of 6 th December 2012. "						

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	21 February 2013
LEAD OFFICER	Chief Executive
TITLE OF REPORT	Queen's Diamond Jubilee
REPORT NUMBER:	OCE/13/006

1. PURPOSE OF REPORT

This report brings before the Committee an update on the consideration being given to the means by which the Council might commemorate the Diamond Jubilee and the Queen's reign.

2. RECOMMENDATION

That the Committee notes the update provided and agrees that the matter be considered again at a future meeting of the Committee.

3. FINANCIAL IMPLICATIONS

The Diamond Jubilee Working Group has requested that officers develop options relating to a statue of the Queen and a Commonwealth travel scholarship. The financial implications of both will be explored and reported on as part of this work. Based on the Gordon Highlanders statue it is likely that a budget of £175,000 will be required for the statue of the Queen.

4. OTHER IMPLICATIONS

The other implications of the options will be explored and reported on as part of the work requested by the Diamond Jubilee Working Group.

5. BACKGROUND/MAIN ISSUES

At its meeting of 13 June 2012 the Council had before it a Motion by Councillor Martin Greig in the following terms:

That this Council produces a report with recommendations for identifying any possible financial sources and fundraising opportunities in order to create a permanent commemoration in the City of the Diamond Jubilee and of the Queen's reign.

The Motion was considered by the Finance and Resources Committee at its meeting of 21 June 2012 and the Committee resolved to instruct that officers consult with all elected members to ask for suggestions as to how to commemorate the Diamond Jubilee and the Queen's reign, and to report back in terms of the motion at the meeting of the Committee on 4 October 2012.

At its meeting of 4 October 2012 the Finance and Resources Committee had before it a report by the Chief Executive (OCE/12/019). The Committee resolved to establish a working group of seven members to be chaired by the Depute Provost to consider the proposals contained in the Chief Executive's report and any other members might make, and that officers report back on a preferred option for approval.

The Diamond Jubilee Working Group met for the first time on 18 December 2012 and had before it the report by the Chief Executive (OCE/12/019) which lists the suggestions made by elected members. The Working Group resolved:

- i) to agree in principle that the preferred option for commemorating the Diamond Jubilee and the Queen's reign was a statue to be made of the Queen;
- ii) to request that officers develop the options available in relation to the statue, exploring all financial matters such as match funding from the Scottish Government and local businesses;
- iii) to request that officers also investigate the idea of a travel scholarship for young people to Commonwealth countries and report this and the details of the statue option to a future meeting of the Finance and Resources Committee; and
- iv) to note that the Depute Provost would contact Rotary International for further advice on match funding.

The Working Group meets again on 28 February 2013 and work by officers is underway exploring the two options as requested.

The Committee is requested to note the update provided in this report and agree that the matter be brought back to a future meeting of the Committee.

6. IMPACT

The subject matter of the report is of interest to the public.

7. BACKGROUND PAPERS

None

8. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Planning and Infrastructure Committee
DATE	22 January 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Aberdeen Digital Connectivity Update Report
REPORT NUMBER:	EPI/12/310

1. PURPOSE OF REPORT

- This report provides an update and progress report on Aberdeen's Super Connected Cities Programme Bid for Urban Broadband Funding from the Department of Culture, Media and Sport (DCMS), and requests permission to progress the procure the various elements of the programme to a value of £28.5 million of which £2 million has been agreed from ACC's 2012/2013 and 2013/2014 Capital Budget. The programme is outlined in the bid document (see the non-commercially sensitive redacted Accelerate Aberdeen proposal document attached in Appendix 1).

RECOMMENDATION(S)

That the Committee:

- notes the contents of this report,
- agrees that officers should undertake the necessary procurements to secure suitable private sector development partners to implement the city wireless, voucher scheme, white area in-fill and open access broadband projects outlined in the Accelerate Aberdeen proposal document within this plan up to the value of £28.5 million as described in Section 2 of this paper,
- agrees that officers ensure a formal funding agreement between Aberdeen City and Aberdeenshire Council is put in place,
- agrees that officers to obtain both Councils agreement to recruit a Head of Broadband Delivery and Broadband Delivery Project Manager to oversee delivery of the Accelerate Aberdeen Programme to December 2014.
- agrees the availability of the required budget which is part of ACC's overall contribution to this project for these shared post once agreement is obtained, and

- refers these decisions to the Finance and Resources Committee for their endorsement.

2. FINANCIAL IMPLICATIONS

As a result of the Council's 2012/13 capital programme, provision has been made to invest up to £2 million in Open Access and City Wireless Digital Programme over the next two financial years. The scheme identifies 4 projects valued at approximately £28.5 million will be funded as follows:-

The Open Access Fibre Network

ACC	£ 2 million
AC	£ 2 million
DCMS.	£ 3 million
Private Sector	<u>£ 8 million</u>
	<u>£15 million</u>

White area in-fill

ACC	£ nil
DCMS	<u>£ 3 million</u>
	<u>£ 3 million</u>

City Wireless

ACC	£ nil
DCMS	£ nil
Private Sector	<u>£10 million</u> (estimated)
	<u>£10 million</u>

Voucher Scheme

ACC	£ nil
DCMS	<u>£ 0.5 million</u>
	<u>£ 0.5 million</u>

It should be noted that at the date of writing this report, that the DCMS has yet to confirm the level of funding that will be made available to the programme but they have indicated that it definitely will not exceed the amount applied for £6.5 million.

Funding for the two additional, fixed term project management roles described in section 6.2 below. will be funded from ACC, AC and DCMS funding streams outlined above. No additional revenue funding is required as consideration needs to be made regarding the use of capital funding.

4. SERVICE & COMMUNITY IMPACT

An Equalities Human Rights Impact Assessment was undertaken as part of the report to this committee on 13 September 2011. These significant infrastructure projects have the potential to provide benefit in the delivery of frontline services which use digital connectivity in their delivery. This covers services in social care, education, community wardens' work, environmental health, building services and planning. The contents of the report relate directly to delivering on key National Outcomes of the Single Outcome Agreement: **National Outcome 1** – We live in a Scotland that is the most attractive place for doing business in Europe; **National Outcome 2** – We realise our full economic potential with more and better employment opportunities for our people; and **National Outcome 3** -

We are better educated, more skilled and more successful, renowned for our research and innovation.

Delivering Next Generation Access (NGA) with associated affordability levels for disadvantaged communities (geographical and societal) will support and enable community engagement to improve life chances and opportunities. This also supports the administration's Smarter Aberdeen Policy Statement. Aberdeen City and Shire Economic Future (ACSEF) identified a number of areas within the Economic Action Plan where NGA can play a critical role in transport, global connectivity, anchoring the energy sector, and attracting and developing skilled people and company headquarters.

The delivery of this project is consistent with ACC's administration policy – "Aberdeen a Smarter City", supporting ACC's aspiration for Aberdeen to be a Smarter City. The widespread availability of NGA will allow public services to be more cost effectively delivered – this will become increasingly important as Council budgets reduce in real terms.

5. OTHER IMPLICATIONS

The European Commission currently has Draft EU Guidelines for applying State Aid rules in relation to the rapid deployment of broadband networks. Digital Connectivity Procurements have significant State Aid implications. The UBF bid required all bidders to provide a State Aid opinion for their options. ACC obtained expert advice from TaylorWessing, the advisors to Birmingham City Council which has already obtained State Aid clearance from the European Commission. DCMS is working with the EU with the potential aim of obtaining an umbrella State Aid agreement and is consulting with successful bidders on this option.

The plan would see ACC partnering with third parties to deliver services across the city and the potential that ACC utilise current property and asset portfolios to assist this delivery. This plan may also provide an opportunity to identify ongoing revenue income, which could be reinvested into infrastructure to provide high speed broadband services, access to areas which would be otherwise uneconomic etc.

As noted above, both Aberdeen City and Aberdeenshire Council's are partnering in the Open Access project within the overall Digital Connectivity Programme. Whilst there is a clear governance relationship as part of this process, it will be useful to develop a formal agreement regarding funding between both partners. Where possible, ACC will endeavour to work collaboratively with other UK Super-Connected Cities to ensure the best and effective use of public funds.

If any further developments occur regarding this these will be reported to committee as part of ongoing process.

6. REPORT

6.1 Background

On 9 November 2010 this Committee instructed officers to develop a programme to enable the delivery of improved broadband connectivity to domestic and commercial users in Aberdeen. On 11 September 2012, the Enterprise Planning and Infrastructure Committee agreed to support efforts to lobby Scottish Government for funding, appoint an advisor to assist officers to implement the recommendations of ACSEF's the 'Maximising Digital Connectivity' priority and ACC's 2012/13 capital programme has a provision to contribute £2 million to invest in Digital broadband infrastructure. On 6 November 2012, this committee endorsed the ACC's Accelerate Aberdeen Super Connected Cities Programme Bid (see Appendix 1) and instructed officers to undertake the procurement of expert advice.

Following confirmation of ACC's successful bid and in order to fit with the agreed project delivery timescales (see the Project Plan in Appendix 3) officers need to initiate an accelerated procurement process. This will be so that the four key elements of the bid can be procured in parallel-

- **Open Access Fibre Network** - a network built around the key developments areas in the City including the new growth areas defined by LDP12 and existing key business hubs such as Aberdeen Airport, Kingswells and the Bridge of Don. This also includes 20,000 homes and 196 hectares of employment & industrial land. It also includes 3,000 houses and 10 hectares of employment land in Countesswells. These plus Westhill are areas in the City and Shire that form part of the contiguous area. Both Councils are partners in this project and will contribute funding to this.
- **City Wifi Scheme** – to provide next generation wireless network deployed across the City to give enhanced broadband access capability for both residents and businesses. The access speeds obtained will be a function of the number of base stations deployed delivering download speeds of greater than 20Mbps. A deployment of this nature will provide citizens with an alternative to the ADSL services typically used in the City that suffer from contention and hence limited performance. It would also provide a commercial incentive to upgrade the City's exchanges. Implementation of WiFi hotspots across the City would provide benefits to businesses and consumers – providing remote access to key applications and flexible working. It is also likely to be attractive to visitors – enabling tourists to access local information and travel data. This is a concessionary scheme and would require the use of Council assets as an investment stake.
- **Voucher Scheme**- available to SMEs including Non-Government Organisations, Charitable organisations etc to provide a grant up to £500 for each organisation to contribute towards capital works to enable digital connectivity at specific locations which may not otherwise be commercially attractive to service.
- **White area in-fill**¹- use UBF funding to gap fund the elimination of such white areas (subject to State Aid approval). This will be undertaken either

¹ An area where there is an absence of affordable services at 2Mbit/s or above could be a useful retail indicator of a lack of effective competition and/or lack of economic viability for basic broadband networks, which will be surrounded by grey and black areas. Grey areas In a grey area NGA networks may exist or be planned, but such network or networks have not been constructed in an open way such that competition in high speed broadband services can be assured and there is no proven commitment by

through a separate ACC procurement or as part of wider national procurements currently being undertaken by the Scottish Government. Should this procurement fail to eventuate ACC and AC will make efforts to meet the DCMS's requirements within the given timeframes.

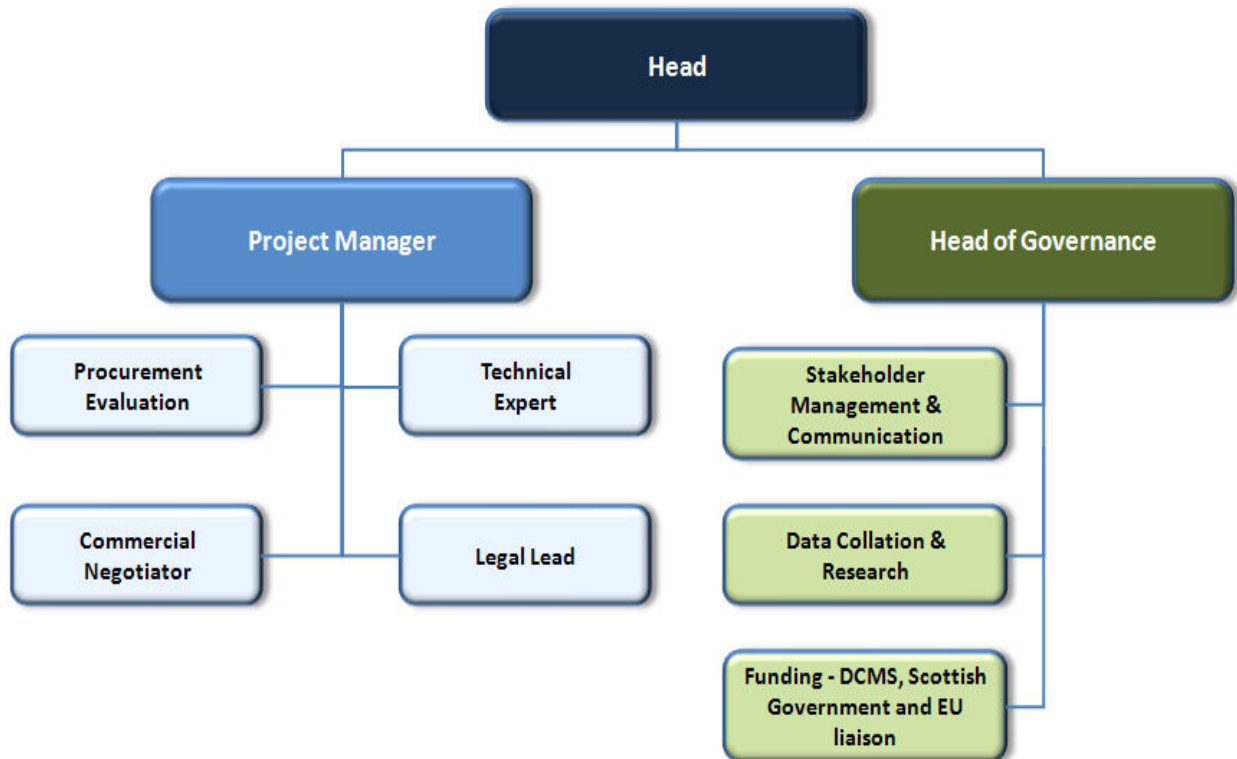
To deliver this project on page 12 of Appendix 1 Figure 7 shows the Team that is required to deliver the programme.

any operator to deploy an inherently open NGA network in the coming 5 years. A black area has access to NGA. The in-fill is providing NGA.

6.2- Project Management Arrangements

The Project Management Team required to deliver the programme is outlined in the following diagram (Figure 7 of Appendix 1)

Team Structure



At the meeting of the Aberdeen City and Shire Digital Connectivity Board it was agreed that whilst both the ACC and AC could undertake components of the proposed Delivery Team Structure, additional resources in the form of a Project Head and Project Manager would be required to manage such a complex project.

This additional input will be required for the two year duration of the project, with the costs being shared between ACC and AC. In Appendix 2 are the details of posts which are intended to be fixed term posts to December 2014 at a total employment cost of £160K pa (to be met by the two authorities). Should DCMS agree to extend the programme to 31 March 2015, the fixed term would extend to this date. In consideration of such joint arrangements, it would benefit from a formal arrangement between ACC and AC.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

The Scottish Government (2012) Infrastructure Action Plan - Step Change 2015
Rest of Scotland Procurement Public Consultation
The Scottish Government (2012) Scotland's Digital Future First Annual Progress
Report and Update – 2012
European Commission, (2012) *Draft EU Guidelines for the application of state
aid rules in relation to the rapid deployment of broadband networks*
The House of Lords Committee Communications Session 2012-2013 (2012)
Broadband for all— an alternative vision
The Scottish Government (2012) *Scotland's Digital Future - Infrastructure Action
Plan*
ACSEF Management Team Paper (2011) *Maximising Digital Connectivity – Next
steps and Action Plan*
The Scottish Government (2011) *Scotland's Digital Future A Strategy for
Scotland*, <http://www.scotland.gov.uk/Resource/Doc/981/0114237.pdf>
DCMS (December 2010) *Britain's Superfast Broadband Future*

Appendix 1
Redacted Bid

Appendix 2- Team Job Descriptions

Head of Project

Ensure overall project management and direction.

Overall project management and direction

- Ensuring financial control and governance

Skills

Must be able to ensure financial control and governance with sophisticated communication skills. Must possess knowledge of the public and private sector. Must have high level negotiation and communication skills..

Knowledge

Understand the OJEU process, the mechanisms of the UK, and Scottish Governments. The Internal stakeholder engagement (Reporting to ACC and AC.)

Person

This person will oversee:-

)- External stakeholder engagement (Liaison with DCMS, UK ministers, Scottish Government,

- Supplier liaison and oversight of procurement process

- Management oversight of implementation

- Oversee legal and regulatory issues

- Press and PR – Accelerate Aberdeen spokesperson

Therefore this person will be at a senior level, out-going with good contacts..

Availability

Required as needed for the duration of the programme.

Project Manager – in-house additional to current resources

Ensure co-ordination of team to achieve tasks to schedule and cost. Oversee proper application of quality management system and appropriate peer review to ensure project quality. Work with team and ACC to ensure that all needs and implications are well understood.

Skills

Good time and resource management skills. Ability to create and manage ongoing project budget. Ability to determine dependencies and manage any slips on critical path. Good communicator able to place emphasis on the right areas at the right time.

Ability to manage meetings effectively and bring the team together. Must be capable of succinct reports giving a good view of the progress, challenges and any roadblocks to enable appropriate rectifying actions and escalations. Proven ability in day to day management of project teams.

Knowledge

Understanding of project management methodology, e.g. PRINCE2 , also good domain knowledge gained on previous procurement projects preferably for public or corporate networks.

Person

Proven experience of managing projects and day to day management of project teams.

Diligent person, outgoing willing to walk the floor and talk with team members on ad-hoc basis to resolve issues as they arise as well at formal project management meetings. Able to resolve issues whilst maintaining motivation and co-operation of team.

Availability

Needed Full Time for the duration of the programme.

Procurement Lead- in-house

Determine procurement strategy and manages process within bounds of given approach. Leads on supplier evaluation processes and manages version control of all procurement documents and dialogue meeting minutes. Take part in preparation of procurement pack, dialogue process and scripts and ITCP document. Also take lead in dialogue with suppliers and keeping the Dialogue Support Procurement Team up to date on dialogues.

Skills - Proven experience in managing a process, including suppliers at each stage of the process. Structured thinking with good written and verbal communication skills.

Knowledge- Previous experience of procurement process for large networks and/or network services. Previous experience of Competitive Dialogue process also an advantage.

Person- Tenacious, good negotiator, disciplined especially on recording of all contacts, queries and responses to suppliers.

Availability -Required on a Full Time basis for the duration of project.

Commercial Negotiator- in-house

Liaise with suppliers to negotiate Ts&Cs and negotiate hard on service level vs assets levels to ensure best value is obtained by ACC. Draft Ts&Cs with procurement team ready for legal review.

Skills Good relationship management skills and ability to achieve through good communications win-win situation for ACC and Preferred Bidder.

Knowledge -Working knowledge of contract law. Knowledge of broadband market rates/service prices at retail and wholesale levels. Understanding of wireless operator cost bases an advantage. Knowledge of local geography an advantage

Person -Proven track record in negotiating successful contracts.

Availability = Required from November 2012 to March 2013 to end on a Full Time basis. Needed on an occasional basis for rest of programme. Total 4 person months.

Technical Expert - external

Responsible for writing technical /service level requirements of procurement document set. Ability to challenge suppliers to meet required service levels, contributes to dialogue questions and issues. Needs to define technical evaluation criteria PQQ and final stage as well as technical & service level success factors for ACC.

Skills- Ability to map requirements and objectives onto wireless technology and service levels; speed, contention, coverage and other targets. System engineering skills. Good written and verbal communication skills.

Knowledge- Knowledge of current broadband services and levels and how these service are engineered. Understanding of likely future needs and potential coverage issues. Knowledge of 2G/3G/4G network architectures and service capabilities. Knowledge of state of the art 4G technology and handheld devices, including at specific spectrum bands. Knowledge of Wifi as a delivery mechanism.

Person- Proven experience as analytical, pragmatic and creative problem solver.

Availability- Required Full Time for duration of programme for the duration of the programme.

Legal Support part in-house (for specialist ICT legal advice purchase expertise)- external

To ensure that ACC does not break Scottish or EU laws in respect of competition and state aid. Review PIN notice, PQQ and instructions to bidders, Ts&Cs from a legal review perspective.

Skills Ability to quickly grasp legal implications of procurement plan and benefit in kind plans and outline potential issues and avoidance strategies.

Knowledge -Scottish contract and public law, EU competition law, up to date on state aid ruling and precedents. Requires familiarity with Regulation 18-The public contract regulation 2006.

Person Proven track record working in a team environment. Rigorous approach to work. Previous experience of supporting contracts where benefits in kind rather than payment used and of state aid contracts.

Availability Must be available on an occasional basis as needed throughout the project. 20-30 man days in total.

Stakeholder Manager in-house

The project is likely to involve a large number of stakeholders so this person must be able to keep in contact with all stakeholders, keeping them abreast of decisions made on the project and any forced compromises which may impact on cost or eventual benefits. The stakeholder manager will draft and maintain a communications plan to keep all key stakeholders up to date.

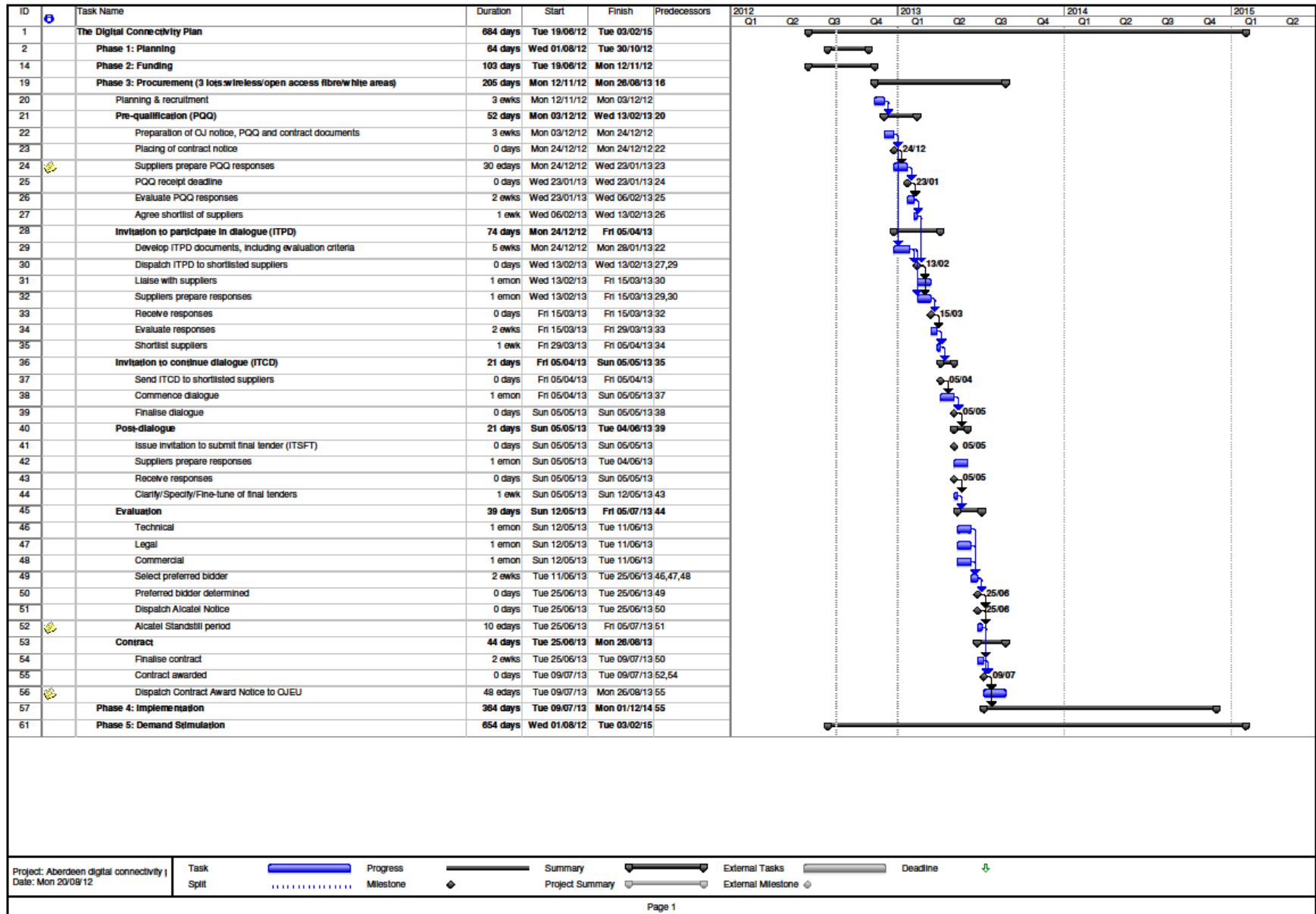
Skills -Good networker, relationships across public sector within City (and possibly across the shire, NHS, FRS, Grampian police in the case of extended scope). Excellent verbal communication skills, influencing/persuasion skills. Politically adept.

Knowledge - Knowledge of public sector management, approvals and operations processes. Ability to identify “hot items” for each stakeholder. Understand interface between political and council leaders and interfaces to other relevant public sector bodies in the case of extended scope.

Person =- Extrovert, friendly likeable but also objectives oriented. Proven experience in working in similar role with a wide range of stakeholders with conflicting objectives. Proven ability to negotiate and compromise among stakeholders

Availability- Needed Full Time for November 2012 to February 2013 and for the duration of programme on a Part Time basis. Total 5 person months.

Appendix 3 Project Plan



ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	21 st February 2013
DIRECTOR	Stewart Carruth
TITLE OF REPORT	2012/13 Common Good Budget – Monitoring Report Update
REPORT NUMBER:	CG/13/021

1. PURPOSE OF REPORT

The purpose of this report is to:

- a) Inform the Committee of the income and expenditure position of the Common Good Fund for the period to 31 December 2012, including the forecast outturn for the year to 31 March 2013.
- b) Provide a forecast position of the cash balances as at 31 March 2013.

2. RECOMMENDATION(S)

It is recommended that the Committee:

- a) Notes the income and expenditure position as at 31 December 2012 and the forecast outturn for the year; and
- b) Notes the forecast cash balances as at 31 March 2013 of £6.8M based on current estimates, which is within the recommended levels indicated by the Head of Finance.

3. FINANCIAL IMPLICATIONS

The financial implications are detailed in the report at section 5.

4. OTHER IMPLICATIONS

None.

5. BACKGROUND/MAIN ISSUES

Income and Expenditure – Forecast Outturn

- 5.3 The outturn for the year to 31 March 2013 shows a forecast surplus position of £76K which is a favourable movement of £425K when compared to the budget. A table summarising income and expenditure is given in Appendix A to this report.
- 5.4 The changes in forecast outturn compared to budget result from the following:-

	£'000s
Rental Income - This is due to agreed back dated rent reviews.	(250)
Steading - The steading at Kepplestone and Kirkhills farm will not be rebuilt this year so results in a saving. The budget will require to be carried forward to 2013-14.	(130)
Sale of Land - One off income from sale of land, enabling additional non-recurring expenditure to be approved.	(100)
Xmas Illuminations - A new contract has resulted in savings.	(80)
Central Support - Bringing the outturn closer into line with previous years has resulted in a saving.	(30)
Civic Support Team - Non filling of vacant posts and close monitoring of costs has resulted in savings.	(30)
Receptions - Closer monitoring of costs and attendance numbers has led to a saving in this budget.	(25)
Hogmanay Fireworks - Additional expenditure agreed at the Finance and Resources Committee in October, funded by sale of land and in year savings.	50
Newhills expansion - Additional expenditure agreed at Finance and Resources in October, funded by sale of land and in year savings.	50
Property costs - this includes fees for property revaluation costs of £24K and repairs to Common Good properties of £96K.	120
	<hr/> (425) <hr/>

Cash Balances

- 5.5 The forecast cash balance as at 31 March 2013 is £6.8M.
- 5.6 The Council has agreed the budget setting meeting on 9th February 2012 that the cash balance should be equal to the equivalent of two years' worth of expenditure. This equates to £5.4M.
- 5.7 As trustee of the Common Good, the Council has a duty to ensure that cash balances are maintained at levels to generate sufficient annual income to fund any future expenditure from the Common Good deemed appropriate.

6. IMPACT

It is essential that the value of the Common Good is preserved in such a way that it continues to be able to support the wide range of ventures it presently does, in the long term.

7. BACKGROUND PAPERS

None.

8. REPORT AUTHOR DETAILS

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Appendix A

As at end of December 2012	Year to Date				Forecast to Year End		
ACCOUNTING PERIOD 9	Full Year Revised Budget £'000	Revised Budget £'000	Actual Expenditure £'000	Variance Amount £'000	Outturn Note 1 £'000	Variance Amount £'000	Variance Percent %
Recurring Expenditure	2,697	902	903	1	2,659	(38)	(1.4%)
Recurring income	(2,675)	(2,149)	(2,149)	-	(2,937)	(262)	9.79%
Budget after Recurring Items	22	(1,247)	(1,246)	1	(278)	(300)	(1,363.6%)
Non Recurring Expenditure	327	60	60	-	305	(22)	(6.7%)
Non Recurring Income	-	-	(103)	(103)	(103)	(103)	
TOTAL BUDGET	349	(1,187)	(1,289)	(102)	(76)	(425)	(121.8%)

Cash Balances as at 1 April 2012 (6,763) (6,763)

Estimated Cash Balances as at 31 March 2013 (6,414) (6,839)

Minimum cash balance requirement per budget report (Council 9th February 2012) (5,400) (5,400)

Note 1

The forecast outturn figure takes into account £1.3M of expenditure that takes place at year end e.g Funding of Twinning activities, Elderly and Disabled Events and Contributions to Trusts and Festivals.

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	21 February 2013
DIRECTOR	Stewart Carruth
TITLE OF REPORT	2012/13 Financial Monitoring - Corporate Governance
REPORT NUMBER:	CG/13/022

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to:
- i) Inform the Committee of the 2012/13 revenue budget's financial performance for the period to 31 December 2012, including the forecast outturn for the year to 31 March 2013 for the Services within Corporate Governance; and
 - ii) Advise on any areas of risk and management action.

2. RECOMMENDATIONS

- 2.1 It is recommended that the Committee
- i) Note this report and the information on management action and risks that is contained herein; and
 - ii) Instruct that officers continue to review budget performance and report on Service strategies.

3. FINANCIAL IMPLICATIONS

Financial Implications are detailed in section 5 Background/Main Issues

4. OTHER IMPLICATIONS

None

5. BACKGROUND/MAIN ISSUES

- 5.1 This report provides a high level summary of accrued actual expenditure to period 9, December 2012. The forecast is based on information and feedback from budget holders captured in January 2013.

Financial Position and Risks Assessment

- 5.2 The Service report is attached at Appendix A which shows projected net outturn savings £1.2M (4.3%), across the current net budget of £28.5M. There are not any significant risks at this time, and while the following items are of note they have been incorporated into the forecast net outturn:-

- Net savings of £1,280K have been identified from careful workforce management, including retention of some vacancies.
- Recharge Income for Corporate Governance is expected to be £240K below budget. A number of specific areas can no longer be recovered due to revised accounting practice and identification of significant cost savings which have reduced the level of recoverable expenditure.
- Savings on the corporate provision of courses to a value of £260K, is forecast based on careful management of this budget.
- Savings relating to financial guarantees of £80K resulting from reduced debt exposure have been identified and this together with other savings within Administration, Supplies & Services account for the remainder of the movement.
- A provision will be made to fund ICT Improvements.

6. RISK ASSESSMENT

Heads of Service in conjunction with the line managers continue to monitor budgets and manage services to achieve savings, whilst maintaining and developing service delivery.

7. IMPACT

- 7.1 The issues referred to in this report impact on the overall financial position of the Council which are included in another report on the agenda.

8. BACKGROUND PAPERS

Financial ledger data extracted for the period 9 (not attached).

9. REPORT AUTHOR DETAILS

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Appendix A

As at end of December 2012	Year to Date			Forecast to Year End			
	Full Year Revised Budget £'000	Revised Budget £'000	Actual Expenditure £'000	Variance Amount £'000	Outturn £'000	Variance Amount £'000	Variance Percent %
Accounting Period 9							
	£'000	£'000	£'000	£'000	£'000	£'000	%
HEAD OF FINANCE - S.95 OFFICER	6,950	6,167	6,243	76	7,053	102	1.5%
HEAD OF LEGAL AND DEMOCRATIC SERVICES	1,506	1,121	824	(296)	1,286	(220)	(14.6%)
HEAD OF HUMAN RESOURCES AND ORG DEV	4,540	3,466	2,751	(714)	3,903	(637)	(14.0%)
HEAD OF PROCUREMENT	445	334	236	(98)	353	(92)	(20.7%)
HEAD OF CUSTOMER SERVICE AND PERFORMANCE	15,080	10,790	10,042	(747)	14,688	(393)	(2.6%)
TOTAL BUDGET	28,521	21,877	20,097	(1,781)	27,283	(1,239)	(4.3%)

ABERDEEN CITY COUNCIL

COMMITTEE:	Finance and Resources
DATE:	21 February 2013
DIRECTOR:	Stewart Carruth
TITLE OF REPORT:	Council Revenue Budget 2012/13 Monitoring
REPORT NUMBER:	CG/13/023

1. PURPOSE OF REPORT

- 1.1. The purpose of this report is to inform Members on the current financial position for the Council and the forecast outturn for financial year 2012/13 and to highlight areas of risk and management action that have been identified by directors.

2. RECOMMENDATION(S)

It is recommended that the Committee:

1. note the content of the report;
2. instruct Services to continue efforts to ensure delivery of the financial forecasts and the full value of savings that were approved for 2012/13; and
3. agree to the actions being taken by officers to manage the financial resources of the Council, including the pragmatic approach to managing reserves, which is in line with the recently approved Reserves Strategy.

3. FINANCIAL IMPLICATIONS

- 3.1 The indications are that with expenditure and income for the period to end of December being controlled and the delivery of savings options progressing positively the Council will achieve a balanced budget for the year and produce a surplus of £5 million. In line with the financial reserves strategy, setting this sum aside for financial risks will protect the Council from future uncertainties.
- 3.2 Risks do exist, from the potential of non-delivery of savings options in a few areas of the budget to winter / road maintenance costs substantially exceeding budget because of harsh winter weather. Contingency funds remain uncommitted to the value of £2 million in the General Fund budget and this provides assurance that the forecast outturn can be achieved should a financial consequence arise.

- 3.3 An area of the budget that may require further review, and benefit from contingency funds not having been committed, is the impact of Welfare Reform. Setting an additional sum aside specifically for unforeseen or greater than anticipated costs is an option that could prevent current reserves from been eroded.
- 3.4 Where expenditure can be maintained within budget during the remainder of the year and contingencies are not needed then the opportunity exists for the Council to deliver an increased contribution to the General Fund and this continues to be monitored on a monthly basis by the Corporate Management Team.
- 3.5 The current forecasts take account of the potential impact of equal pay, bad debt and make assumptions about future funding requirements for, for example, the Council's waste strategy, following in-year reviews.
- 3.6 If the current forecast was achieved in the year then the Uncommitted General Fund balances at year end would be maintained at £11.3 million. This is in line with the minimum value that is recommended and previously set, which is defined as 2.5% of the net revenue budget. This is based on an evaluation of current economic climate and general financial environment in which the Council operates.

4. OTHER IMPLICATIONS

- 4.1 Every organisation has to manage the risks inherent in the operation of large and complex budgets. These risks are minimised by the regular review and scrutiny of financial information by services and corporately by Members. This report is part of that framework and has been produced to provide an overview of the current operating position.

5. REPORT

- 5.1 This report builds on the last report to the Committee and enables Members to consider and scrutinise the Council's overall financial position, with specific reference to the General Fund, for this financial year (2012/13). During the year the Corporate Management Team has received reports on the financial performance and is aware of the current forecast and the risks that exist.
- 5.2 This report considers the forecast outturn for the Council as a whole and this builds upon information and analysis provided to the individual Service Committees that have been considered during the current cycle of meetings.

5.3 Information within this report provides a high level expenditure forecast for the consideration of Members and presents actual financial figures to the end of December 2012 and the forecasts based thereon.

5.4 Appendix A includes a summary of the overall Council projected position.

Financial Position

5.5 In overall terms the statement at Appendix A shows the Council is managing expenditure within the overall budget and the forecast shows that by the year end initial indications are that a surplus will be achieved, with this being used to benefit the Council in future years – through the creation of a financial risks reserves as part of the earmarked General Fund. The value attached to this is £5 million. The under spending represents approximately 1.1% of budget.

5.6 The most significant risks and matters arising from the figures that are presented include the following:

5.7 Enterprise, Planning and Infrastructure (EP&I) present a favourable variance forecast arising from strong income generation from shared buildings and design team work as well as improved building warrant application fees, offset by lower than budgeted income in relation to advertising income. Staff costs provide further savings through vacancy management arrangements, while operating costs for vehicle leases and energy budgets are adding to the positive performance. A saving of £1.3 million is forecast.

5.8 The key risks for EP&I are in relation to the costs of winter maintenance, and assumptions made in relation to work in progress values for building repairs and maintenance.

5.9 Education, Culture and Sport (EC&S) is forecast to keep expenditure within its budget and is based on a range of small savings across the service portfolio, overall approximately £1.3 million. Specific savings such as probationer teachers savings and a saving due to the timing of the re-opening of the Tullos Swimming Pool offset costs associated with additional pupil support assistants and out of authority placements, the numbers of which remain volatile. Out of authority placements remain one of the key in-year risks for the EC&S service.

5.10 Corporate Governance (CG) also shows a forecast underspend of £1.2 million, this being generated in the main from workforce management, including close consideration of vacancy management, while additional savings are forecast based on supplies and services, property and courses expenditure that has been experienced to date. Income is forecast to be below budget, this arising from lower recharges for support and shared services.

- 5.11 Social Care & Wellbeing (SC&W) reports that a small underspend of £0.2 million is achievable, although this is based on cost pressures in the staffing and commissioning of services. Income forecasts are strong particularly through grants and contributions that are now expected and telecare costs are lower than budget providing a positive impact on the overall forecast.
- 5.12 The key risks for SC&W are in relation to the purchasing of care, both the volatility of out of authority placements for children and the need for care of older people, whether delivered by internal or external services.
- 5.13 Housing and Environment (H&E) forecast that an underspend against budget of £4.1 million is anticipated. While substantial savings are anticipated on waste disposal, due to the level of tonnages and costs being better than had been budgeted, this is offset by a shortfall in income in relation to the construction consultancy services, based on activity levels in the first third of the year. Other savings arise in the area of homelessness resulting from a range of cost reductions including lower use of bed and breakfast accommodation, improved rent collection for temporary homelessness flats and staff costs. Risks for the future include the cost of waste disposal and setting aside part of this underspend has been factored into the forecast, against Corporate budgets, to mitigate this risk.
- 5.14 The Corporate budgets which are made up of funding to Joint Boards, Council Expenses and funding set aside for contingencies show an overspending position of £3.4 million. This arises from savings associated with the corporate management and accounting of capital financing costs, offset by a shortfall in the trading operations surpluses, primarily due to a prudent approach to the surpluses forecast in Building Services and Car Parking. Early calculations of potential changes to the bad debt and equal pay provisions, as well as the future waste strategy funding, have also been taken into account when forecasting these budget outturns.
- 5.15 Overall funding to the council is forecast to be in line with budgeted levels and while it should be noted that the Scottish Government introduced the Business Rates Incentivisation Scheme (BRIS) – which offers the opportunity to retain increased proportions of Non-Domestic Rates (NDR) – no additional sum has been included in the overall forecast. Clarification is being sought from the Scottish Government on some of the detailed aspects of the scheme and once received it is expected further consideration can be given to this. (The current forecast for NDR income is based on the Scottish Government guaranteed minimum amount)

- 5.16 The revenue budget contingencies are in addition to the sums that are earmarked against the General Fund balance and provide a degree of protection against unexpected or unplanned expenditure being incurred.
- 5.17 Where these contingencies remain unused at year end, consideration of emerging cost pressures and further work on areas of uncertainty and change, such as Welfare Reform, may provide the opportunity to mitigate these risks.
- 5.18 The figures outlined reflect progress on achieving approved budget savings options of approx. £18.5 million which were incorporated into the budget and also assumes that a proportion of the contingencies will require to be used during the year.

Management Actions

- 5.19 As the financial year progresses it is imperative that Services continue to deliver the Priority Based Budgeting saving options that are included within Service budgets. Indications are that while there are a number of areas of risk Services are working towards full delivery of the options. This positive momentum also needs to be delivered within the context of the Council's 5 year business plan.
- 5.20 Services should be looking ahead with planning and implementation activity being in place to continue to provide robust financial forecasts and to mitigate risks as far as possible. This includes taking opportunities to act upon emerging issues, such as Welfare Reform, and its associated cost to the Council.
- 5.21 The Council is to clarify the detail of the BRIS and to further determine the impact, if any, this will have on the Council's financial position. This is being taken forward in conjunction with COSLA.
- 5.22 Further progress reports will be provided to the Committee following the end of the year and will reflect on actual figures rather than forecasts.

6. SERVICE & COMMUNITY IMPACT

- 6.1. As a recognised top priority the Council must balance its budget. Therefore, Services are expected to work within a financial constraint as defined by their annual budgets.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

Financial ledger data extracted for the period, and service committee reports on financial monitoring;

APPENDIX A

ABERDEEN CITY COUNCIL 2012/13

FINANCIAL MONITORING

As at end of December 2012	Year to Date			Forecast to Year End			
Accounting Period 9	Full Year Revised Budget £'000	Revised Budget £'000	Actual Expenditure £'000	Variance Amount £'000	Forecast Outturn £'000	Variance Amount £'000	Variance Percent %
Services							
Office of Chief Executive	1,167	893	922	29	1,158	(9)	(0.77%)
Corporate Governance	28,521	21,877	20,097	(1,780)	27,283	(1,238)	(4.34%)
Enterprise Planning and Infrastructure	52,130	30,287	31,456	1,169	50,831	(1,299)	(2.49%)
Housing and Environment	36,854	25,095	21,275	(3,820)	32,734	(4,120)	(11.18%)
Education Culture and Sport	173,320	121,809	116,549	(5,260)	172,122	(1,198)	(0.69%)
Social Care and Wellbeing	121,717	90,216	89,725	(491)	121,537	(180)	(0.15%)
Total Service Budgets	413,709	290,177	280,024	(10,153)	405,665	(8,044)	(1.94%)
Total Corporate Budgets	37,966	26,374	25,065	(1,309)	41,334	3,368	8.87%
Total Net Expenditure	451,675	316,551	305,089	(11,462)	446,999	(4,676)	(1.04%)
Funding:							
<u>Government Support-</u>							
General Revenue Grant & Non-Domestic Rates	(343,964)	(257,973)	(257,363)	610	(344,369)	(405)	(0.12%)
<u>Local Taxation-</u>							
Council Tax & Community Charge Arrears	(107,711)	(80,783)	(86,095)	(5,312)	(107,723)	(12)	(0.01%)
Total Funding	(451,675)	(338,756)	(343,458)	(4,702)	(452,092)	(417)	(0.09%)
Net Impact on General Fund (Surplus)/Deficit	0	(22,205)	(38,369)	(16,164)	(5,093)	(5,093)	
Transfer to / (from) Earmarked GF Reserve	0	0	0	0	5,000	5,000	
Transfer to / (from) Uncommitted GF Reserve	0	0	0	0	0	0	
Net Impact on Budget (Surplus)/Deficit	0	(22,205)	(38,369)	(16,164)	(93)	(93)	

OK

	Balance at 1/4/12	%age of Net Budget	Projected Movement in Year	Projected Balance at 31/3/13	%age of Net Budget
Earmarked General Fund Reserve	(20,083)		(5,000)	(25,083)	
Uncommitted General Fund Reserve	(11,290)	2.50%	0	(11,290)	2.50%
Budget (Surplus)/Deficit Unallocated	0		(93)	(93)	
Total General Fund	(31,373)		(5,093)	(36,466)	

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ABERDEEN CITY COUNCIL

COMMITTEE: Finance and Resources
DATE: 21 February 2013
DIRECTOR: Stewart Carruth
TITLE OF REPORT: Treasury Management Policy and Strategy
REPORT NUMBER: CG/13/018

1. PURPOSE OF REPORT

To outline the Treasury Management Policy and Strategy for 2013/14 to 2015/16, for approval.

2. RECOMMENDATION(S)

The Committee is asked to consider the report and make recommendations to Council for approval as follows:-

- a) Consider and approve the Council's Treasury Management Policy Statement for 2013/14 to 2015/16 as detailed at Appendix 1,
- b) Consider and approve the Council's Borrowing and Investment Strategy for 2013/14 to 2015/16 as detailed at Appendix 2, and
- c) Approves the revised Counterparty list as detailed at Appendix 3.

3. FINANCIAL IMPLICATIONS

Treasury Management activities influence the loans pool interest rates and aims to minimise the cost of borrowing. This directly impacts upon costs chargeable to the Council's revenue budgets through the interest rates that are applied to capital financing costs. Whilst the level of borrowing a Council can undertake is now devolved from the Scottish Government to individual Councils, it will still be constrained by the requirement for capital investment to be affordable, sustainable and prudent. The main test of affordability will be whether the capital financing costs can be contained within the revenue budgets.

4. OTHER IMPLICATIONS

None

5. BACKGROUND/MAIN ISSUES

5.1 Introduction

The Council previously approved a Treasury Management Policy on 15 March 2012. Part of this policy is to report annually on a strategy for future financial years. A final report reviewing Treasury Management activities for the year, as well as a mid-year review, will also be presented to Committee in due course.

With effect from 1 April 2004, Councils are now required by regulation to have regard to the Prudential Code (the Code) when carrying out their duties under part 7 of the Local Government in Scotland Act 2003.

It is a requirement of this Code that Treasury Management is carried out in accordance with good professional practice. The Code requires the Council to comply with CIPFA "Code of Practice for Treasury Management in the Public Services", which this Council does. The 2009 update to the CIPFA Code of Practice states that Treasury Management Strategy must be approved annually by full Council.

Historically, the Council's annual programme of capital investment has been funded by Treasury Management activities, such as additional long-term borrowing.

5.2 Treasury Management Policy Statement 2013/14 to 2015/16

The proposed Treasury Management Policy Statement for 2013/14 to 2015/16 is set out in detail at Appendix 1, and is subject to annual review.

This Policy Statement uses a form of words as recommended by CIPFA in its Code of Practice for Treasury Management in the Public Services

5.3 Borrowing and Investment Strategy 2013/14 to 2015/16

There are no key changes within the Council's Borrowing and Investment Strategy for 2013/14 to 2015/16.

Updated investment regulations were approved by the Scottish Government from April 2010. Under these regulations, Appendix 2 includes for Committee's consideration and approval, the Council's Borrowing and Investment Strategy for 2013/14 to 2015/16. This will be subject to annual review.

The process of setting this strategy takes account of the pre-existing structure of the Council's debt and investment portfolios.

The limits on fixed rate debt and variable rate debt within this Treasury Management Strategy may be subject to further change, in line with market conditions. However, any such change to these limits would be reported to Committee.

One of the key areas of the investment regulations is permitted investments. Under the regulations, local authorities are required to set out in their Strategy the types of investment that they will permit in the financial year. These will be known as permitted investments. The Council is required to set a limit to the amounts that may be held in such investments at any time in the year, although some types of investment may be classed as unlimited, e.g. Bank deposits (subject to individual Counterparty list limits).

Permitted Investment instruments identified for use in the financial years 2013/14 to 2015/16 are listed in Appendix 2, together with an updated Council Counterparty list which is listed in Appendix 3.

The Annual Investment Strategy is also required to identify:-

- the different types of risk that each permitted type of investments are exposed to;
- the objectives for each type of permitted investment;
- details of the maximum value and maximum period for which funds may prudently be invested; and
- procedures for reviewing the holding of longer-term investments

5.4 Other Developments

Prudential Code

The Council is required to comply with the requirements of the Prudential Code. This includes the setting of a number of Prudential Indicators. Included within these indicators are a number of Treasury Management Indicators for External Debt.

However, the Code does state "It will probably not be significant if the operational boundary is breached temporarily on occasions due to variations in cash flow. However, a sustained or regular trend above the operational boundary would be significant and should lead to further investigation and action as appropriate".

The Council has in place an early warning system to highlight when these indicators are likely to be breached. No indicators were breached during the previous year.

National Limit on Local Authority Borrowing

HM Treasury has a reserve power to limit local authority borrowing for 'national economic reasons'. Legislation specifies that any such 'National Limit' would be used to protect the country's economic interest if local borrowing under the Prudential Code, albeit prudent locally, were unaffordable nationally.

In principal, a national limit could be set at any point during any financial year. Any such national limit would be implemented, based on local authorities outstanding borrowing with all future borrowing being reduced proportionately. There are no known plans for the introduction of a National Limit at this time.

6. IMPACT

Corporate - If an active Treasury Management policy is not undertaken and implemented there may be future budgetary implications for the Council through greater than budgeted capital financing costs.

7. BACKGROUND PAPERS

CIPFA "Code of Practice for Treasury Management in the Public Services",
Sector Treasury Services "Treasury Management Annual Investment Strategy",
Scottish Government "The Investment of Money by Scottish Local Authorities".

8. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

TREASURY MANAGEMENT POLICY STATEMENT FOR 2013/14 TO 2015/16

The proposed Treasury Management Policy for 2013/14 to 2015/16 is as follows:

1. Aberdeen City Council will adopt the CIPFA Treasury Management in Public Services Code of Practice. The Council will also have regard to the Local Government Investment (Scotland) Regulations 2010.
2. The Council defines its treasury management activities as:
The management of the organisation's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.
3. The Council regards the successful identification, monitoring and control of risk to be the prime criteria by which the effectiveness of its treasury management activities will be measured. Accordingly, the analysis and reporting of treasury management activities will focus on their risk implications for the organisation.
4. The Council acknowledges that effective treasury management will provide support towards the achievement of its business and service objectives. It is therefore committed to the principles of achieving value for money in treasury management, and to employing suitable comprehensive performance measurement techniques, within the context of effective risk management.
5. The Council's appointed Treasury Advisors are Sector Treasury Services. Their expertise will continue to be used by the Council in making Treasury decisions in areas such as debt rescheduling, interest rate forecasts, market conditions, advice on new types of financial instruments and compiling the Council's Counterparty list.

ABERDEEN CITY COUNCILBORROWING STRATEGY FOR 2013/14 TO 2015/16

The proposed Treasury Management Borrowing Strategy for 2013/14 to 2015/16 is as follows:

1. Under the Prudential Code previous borrowing restrictions linked to consents no longer apply. Short-term PWLB (Public Works Loans Board) rates for periods of up to 10 years continue at relatively low levels and the strategy would be to borrow, if required, in these periods to take advantage of those rates. In addition to PWLB, there may be an opportunity to use longer-term LOBO (Lenders Option, Borrowers Option) loans, once interest rates start to rise again. Rates are monitored on an on-going basis to determine the optimum time to undertake any necessary borrowing. When decisions on new borrowing are being made, due consideration must also be given to the Council's Debt Maturity Profile.
2. Approximately 85% of the Council's borrowing is in fixed rate money which reflects the low interest rates in recent years. Whilst there is no immediate intention to reschedule debts in 2013/14, if opportunities arise to do so that will result in a decrease in the Council's cost of borrowing then these will be fully examined to determine whether this represents Best Value. Due care and attention to FRS 25 and 26 will be examined prior to entering any such commitment.
3. It is recommended that the Council sets an upper limit on its fixed interest rate exposures for 2013/14, 2014/15 and 2015/16 of 95% of its net outstanding principal sums.
4. It is further recommended that the Council sets an upper limit on its variable interest rate exposures for 2013/14, 2014/15 and 2015/16 of 30% of its net outstanding principal sums. This means that the Head of Finance will manage fixed interest rate exposures within the range 70% to 95% and variable interest rate exposures within the range 5% to 30%.
5. It is recommended that the Council sets upper and lower limits for the maturity structure of its borrowing as follows:

Amount of projected borrowing that is fixed rate maturing in each period as a percentage of total projected borrowing that is fixed rate:

	Upper limit	Lower limit
Under 12 months	20%	0%
12 months and within 24 months	20%	0%
24 months and within 5 years	50%	0%
5 years and within 10 years	75%	0%
10 years and above	90%	25%

6. The Council will not borrow more than or in advance of its needs purely in order to profit from the investment of the extra sums borrowed. Any decision to borrow in advance will be considered carefully to ensure value for money can be demonstrated and that the Council can ensure the security of such funds.

INVESTMENT STRATEGY FOR 2013/14 TO 2015/16

The proposed Treasury Management Investment Strategy for 2013/14 to 2015/16 is as follows:

1. The Council's investment priorities are: -
 - (a) the security of capital and
 - (b) the liquidity of its investments.
2. The risk appetite of this Council is low in order to give priority to security of its investments. The Council will also aim to achieve the optimum return on its investments in line with proper levels of security and liquidity.
3. The Council's approved counter party list will be adhered to when making short-term investments and reviewed as necessary. This ensures that only those counter parties with the highest credit ratings are used within the maximum limits set. If it is considered necessary to make any changes to the list Committee approval will be sought.
4. Prior to the introduction of the new investment regulations, investments made by Scottish local authorities were limited to one year. This restriction was removed from 1st April 2010 and the Council accordingly wishes to make use of these powers at times when such investing is both appropriate and attractive.
5. Short-term investment rates for periods of up to 12 months continue at relatively low levels and in line with the Council's recent borrowing strategy of borrowing short-term to take advantage of lower rates, the Council does not envisage having substantial surplus funds to invest. Therefore any surplus cash which the Council does have at its disposal will be required to be kept fairly liquid for cashflow purposes, and accordingly will be invested on a short-term basis, using either Bank deposits or Money Market Funds.
6. Rates are monitored on an on-going basis to determine the optimum time to undertake any investments. When decisions on new investments are being made, due consideration must also be given to the Council's projected cashflow position.
7. With the introduction of the new investment regulations, the Local Authority investment market will start to develop new products. In order to protect against any possible loss of income, the power to add a new investment instrument to the list of Permitted Investments, should be delegated to the Head of Finance. Any such approval would be reported at the next committee meeting.

LIST OF PERMITTED INVESTMENTS

This Council approves the following forms of investment instrument for use as permitted investments: -

DEPOSITS - Unlimited (subject to individual Counterparty list limits)

Debt Management Agency Deposit Facility

Term deposits – local authorities (as per Counterparty list)

Call accounts – banks and building societies (as per Counterparty list)

Term deposits – banks and building societies (as per Counterparty list)

Fixed term deposits with variable rate/maturities (Structured deposits, as per Counterparty list)

COLLECTIVE INVESTMENT SCHEMES - £50m

Government Liquidity Funds

Money Market Funds (subject to individual Counterparty list limits)

Enhanced cash funds

Gilt Funds

Bond Funds

GOVERNMENT SECURITIES - £10m

Treasury Bills

UK Government Gilts

Bond issuance (from financial institution guaranteed by UK Government)

Bonds issued by multilateral development banks

CORPORATE SECURITIES - £10m

Certificates of deposit (as per Counterparty list)

PERMITTED INVESTMENTS - NON TREASURY INVESTMENTS

The Council can also invest in the following areas, which are outwith the Treasury Management scope and would be subject to separate committee approval: -

- a) All share holding, unit holding and bond holding, including those in a local authority owned company;
- b) Loans to a local authority company or other entity formed by a local authority to deliver services;
- c) Loans made to third parties;
- d) Investment properties.

TREASURY RISKS AND CONTROLS

All investment instruments listed are subject to the following risks: -

1. Credit and counter-party risk: this is the risk of failure by a counterparty (bank or building society) to meet its contractual obligations to the organisation particularly as a result of the counterparty's diminished creditworthiness, and the resulting detrimental effect on the organisation's capital or current (revenue) resources. There are no counterparties where this risk is zero although AAA rated organisations have a very high level of creditworthiness.

Control: This authority has set minimum credit criteria to determine which counterparties are of high creditworthiness to enable investments to be made safely.

2. Liquidity risk: this is the risk that cash will not be available when it is needed. All counterparties are subject to at least a very small level of liquidity risk, as credit risk can never be zero. Liquidity risk has been treated as whether or not instant access to cash can be obtained from each form of investment instrument. However, it has to be pointed out that while some forms of investment e.g. gilts, CDs, corporate bonds can usually be sold immediately if the need arises, there are two caveats: - a. cash may not be available until a settlement date up to three days after the sale b. there is an implied assumption that markets will not freeze up and so the instrument in question will find a ready buyer.

Control: This authority has a cash flow forecasting model to enable it to determine how long investments can be made for and how much can be invested.

3. Market risk: this is the risk that, through adverse market fluctuations in the value of the principal sums an organisation borrows and invests, its stated treasury management policies and objectives are compromised, against which effects it has failed to protect itself adequately. However, some cash rich local authorities may positively want exposure to market risk e.g. those investing in investment instruments with a view to obtaining a long-term increase in value.

Control: This authority does not purchase investment instruments that are subject to market risk in terms of fluctuation of their value.

4. Interest rate risk: this is the risk that fluctuations in the levels of interest rates create an unexpected or unbudgeted burden on the organisation's finances, against which the organisation has failed to protect itself adequately. This authority has set limits for its fixed and variable rate exposure in its Treasury Indicators in this report. All types of investment instrument have interest rate risk except for instruments with a variable rate of interest.

Control: This authority manages this risk by having a view of the future course of interest rates and then formulating a treasury management strategy accordingly which aims to maximise investment earnings consistent with control of risk or alternatively, seeks to minimise borrowing costs.

5. Legal and regulatory risk: this is the risk that the organisation itself, or an organisation with which it is dealing in its treasury management activities, fails to act in accordance with its legal powers or regulatory requirements, and that the organisation suffers losses accordingly.

Control: This authority will not undertake any form of investing until it has ensured that it has all the necessary powers and also complied with all regulations.

**ABERDEEN CITY COUNCIL
COUNTERPARTY LIST**

Changes are required to the current counterparty list as follows:

1. Add HSBC Bank plc and Standard Chartered Bank to 'Deposits up to 12 months - UK Banks'
2. Increase lending period duration for Nationwide Building Society from 'up to 3 months' to 'up to 6 months'.
3. Increase total limit of Collective Investment Schemes from £30m to £50m. This would allow scope for a further 2 Money Market Fund accounts to be opened.

Deposits up to 12 months

UK Nationalised and Part Nationalised Banks - £30m limit

Lloyds Banking Group (includes Lloyds TSB Bank plc, Bank of Scotland plc)

The Royal Bank of Scotland Group plc
(includes Royal Bank of Scotland plc, National Westminster Bank plc,
Ulster Bank Ltd)

UK Banks - £10m limit

HSBC Bank plc

Standard Chartered Bank

UK Local Authorities, including Police Authorities - £10m limit

Deposits up to 6 months

UK Building Societies - £10m limit

Nationwide Building Society

Deposits up to 3 months

Council's Bankers - £20m limit

Clydesdale Bank plc

UK Banks - £10m limit

Barclays Bank plc

Collective Investment Schemes - £50m total limit

Money Market Funds - £10m limit

Federated Prime Rate Sterling Liquidity Fund

Goldman Sachs Sterling Liquid Reserve Fund

Ignis Liquidity Fund

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance & Resources
DATE	21 February 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Capital Monitoring – Non Housing Capital Programme 2012-15
REPORT NUMBER:	EPI/12/287

1. PURPOSE OF REPORT

To advise the Committee of the capital spend to date for all projects included within the Non-Housing Capital Programme.

2. RECOMMENDATION

The Committee note the current position.

3. FINANCIAL IMPLICATIONS

The monies required to fund these projects are achieved through external borrowing, capital receipts and grant income. These projects are all accommodated within the Non-Housing Capital Programme. Any underspend, carry forward or overspend will have implications for the programme. There are no issues at present that would result in such implications.

There are no other implications at this time but as projects progress, or indeed fail to progress, then other implications may arise and will be reported to this and any other appropriate Committee.

As part of the Council's three year business plan, capital expenditure is now monitored within a three year timescale where appropriate. This has given budget holders the ability to profile within a three year period. In year monitoring will continue, alongside monitoring the larger three year capital programme.

Some projects are now profiled for little or indeed no expenditure in the current financial year. In these instances, budget holders have profiled the intended expenditure in the appropriate financial year. Budget holders who are profiling slippage on a legally committed project into the next financial year(s) are also profiling this expenditure into the appropriate year. Additionally, the rolling programmes included in the

Capital programme (Police - Capital Grant, Corporate Property Condition & Suitability Programme and Planned Renewal & Replacement of Road Infrastructure) are now profiled and monitored on a similar three year basis..

4. BACKGROUND / MAIN ISSUES

The overall responsibility for the monitoring / management of the Capital Programme lies with the Head of Asset Management & Operations. The Planning & Monitoring Officer within Asset Management & Operations is in regular contact with service representatives and the capital accountant, reporting in the first instance to the Corporate Asset Group. This ensures that the spend figures are always up to date and accurate.

Changes to Programme

Two projects have been given permission to overspend by way of delegated authority from the Head of Asset Management & Operations. Contracts have been awarded to two construction projects, Item 777: Marchburn House and Item 796: Tullos Pool, on the basis of overspending less than 10% of the approved budget. The development cost for Tullos Pool has risen from an estimated £971,000 to £1.049 million, 7% over budget. The accepted development cost for Marchburn has risen from an estimated £912,000 to £981,000, 8% over budget. This will necessitate savings to be identified in other projects to assure the overall programme is delivered on budget.

Following the meeting of this committee on 15/1/13 approving the recommendations set out in report EPI-12-267, St. Nicholas House demolition will now be funded from the Council's capital fund. The total cost of the demolition and associated works is £3.692 million. This project has now been added to the capital programme and will be monitored in the same fashion as all other capital projects.

Following this addition, the programme now has a total of 30 projects, totalling £112,275 million allocated to it from the Non-Housing Capital fund over three years (2012-15).

The projects and total budget approved for each project included in the programme are:

Complete Programme

- 1) Data Centre Move
£175,000
- 2) Police - Capital Grant
£1,705,000

- 3) Information Communication Technology Connectivity
£34,000
- 4) Replacement Education Management Information System
£167,000
- 5) School Estate Strategy - Bucksburn / Newhills
£9,375,000
- 6) School Estate Strategy - Riverbank
£1,750,000
- 7) Provision for Children with Complex Needs
£12,886,000
- 8) Tullos Pool Refurbishment
£1,049,000
- 9) Corp Property Condition & Suitability Programme
£22,510,000 million
- 10) Cycling Walking Safer Streets Grant
£825,000
- 11) Access From the North
£430,000
- 12) Western Peripheral Route
£13,840,000
- 13) Corporate Office Accommodation
£1,000,000
- 14) NESTRANS - Capital Grant
£3,137,000
- 15) 3R's Furniture, Fittings & Equipment and Other Works
£50,000
- 16) Planned Renewal & Replacement of Road Infrastructure
£11,175,000 million
- 17) Land Acquisition - Contingency
£650,000
- 18) Frederick Street Relocations - Crombie Road
£43,000
- 19) Frederick Street Multi Storey Car Park
£2,345,000

- 20)Hydrogen Buses
£2,000,000
- 21)City Broadband
£2,000,000
- 22)St Nicholas House Demolition
£3,692,000
- 23)Duthie Park & Winter Gardens - Cost Net of HLF
£2,815,000
- 24)Ness Landfill Restoration
£4,000,000
- 25)Hill of Tramaud Landfill - Change of Law Costs
£449,000
- 26)Private Sector Housing Grant
£3,465,000
- 27)Duthie Park & Winter Gardens Replacement Greenhouses
£4,000
- 28)Victoria House
£2,543,000
- 29)Integrated Drugs Service
£650,000
- 30)Marchburn House
£981,000

Spend to Date

Spend for all projects to the end of December totals £15.131 million. Variances in monthly spend compared to predicted spend have been identified in some cases, which has resulted in spend profiles being amended. Presently, the anticipated out - turn for 2012/13 is £31.297 million.

Appendix A provides a breakdown of all spend to date and relevant supporting information as necessary. Two tables are included for each service. The first is for in – year monitoring and shows total adjusted budgets and spend to date for each service. The second table shows each project’s full budget over three years and the expected outturn as profiled by budget holders for each service. Following these, a final table detailing each project’s expected outturn for 2012/13 and total three year expected outturn is included. The inclusion of each table will highlight the variances in spend compared to yearly budgets but will

also highlight where slippage is being picked up in future years as part of the three year programme.

An update on the capital position will be reported to this Committee on 25 April 2013.

5. IMPACT

Corporate - The capital programme encompasses projects which link to the Community Plan, Single Outcome Agreement, Corporate and Individual Service Plans.

Public - This report will be of interest to the public as it outlines the Council's capital spending to date.

6. BACKGROUND PAPERS

Capital Monitoring – Non Housing Capital Programme 12/13: Report approved at Finance & Resources Committee on 6 December 2012.

Finance & Resources Committee, 15 January 2013, EPI/12/267. St Nicholas House Demolition.

7. REPORT AUTHOR DETAILS

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Appendix A: Capital Monitoring – Non Housing Capital Programme 12/13

Expenditure to end of December 2012 – all services

Total funding 12/13 £'000	Year projection 12/13 £'000	Total Spend 12/13 £'000
38,482	31,057	15,131

Expenditure to end of December 2012 – by service

	Total budget 2012-13 £'000	Year projection 12-13 £'000	Spend to date £'000
Enterprise, Planning & Infrastructure	23,488	18,854	8,520
Housing & Environment	9,815	8,553	5,686
Education, Culture & Sport	2,715	1,359	78
Corporate Governance	1,880	1,310	503
Social Care & Wellbeing	1,631	981	343
Totals	39,529	31,057	15,131

Capital projects which are currently profiled to underspend this financial year will be carried forward to the 2013 /14 budget (and beyond where applicable) as part of the three year Capital plan.

Capital Funding 12/13

	£'000
Capital Grant	16,085
Capital Fund (use of receipts)	7,000
Other Funding	15,397
Total	38,482

Enterprise, Planning & Infrastructure: 2012/13 monitor

Project Description	12/13 revised budget	Spend to end Dec.	Spend to date
	£'000	£'000	%
Corp Property Condition & Suitability Programme	7,710	3,077	40
Cycling Walking Safer Streets Grant	252	69	27
Access From the North	430	141	33
Western Peripheral Route	4,100	0	0
Corporate Office Accommodation	1,000	54	5
NESTRANS - Capital Grant	960	480	50
3R's Furniture, Fittings & Equipment and Other Works	50	17	35
Planned Renewal & Replacement of Road Infrastructure	3,748	2,091	56
Land Acquisition - Contingency	650	1	0
Frederick Street Relocations - Crombie Road	43	254	591
Frederick Street Multi Storey Car Park	2,345	2,305	98
Hydrogen Buses	400	0	0
City Broadband	1,000	30	3
St. Nicholas House Demolition	800	0	0
Totals	23,488	8,520	

Enterprise, Planning & Infrastructure: 2012-15 monitor

Project Description	Budget 12/13- 14/15	Total profiled outturn	Variance
	£'000	£'000	%
Corp Property Condition & Suitability Programme	22,510	22,510	100
Cycling Walking Safer Streets Grant	825	825	100
Access From the North	13,840	13,830	100
Western Peripheral Route	5,700	5,700	100
Corporate Office Accommodation	1,000	1,000	100
NESTRANS - Capital Grant	3,137	3,137	100
3R's Furniture, Fittings & Equipment and Other Works	50	50	100
Planned Renewal & Replacement of Road Infrastructure	11,175	11,175	100
Land Acquisition - Contingency	650	650	100
Frederick Street Relocations - Crombie Road	43	254	591
Frederick Street Multi Storey Car Park	2,345	2,345	100
Hydrogen Buses	2,000	2,000	100
City Broadband	2,000	2,000	100
St. Nicholas House Demolition	3,692	3,692	100
Totals	68,967	65,477	

Enterprise, Planning & Infrastructure: By Project

Item 294: Corp Property Condition & Suitability Programme

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
22,510	5,744	3,077	14

- 25 projects have been practically completed from this year's Condition & Suitability programme to end of December.
- Over £4,000,000 has been committed to this budget.
- Any underspend from this year's rolling programme will be carried forward to the 2013/14 budget.

Item 551: Cycling Walking Safer Streets Grant

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
825	252	69	8

- Profiles show this budget will be spent in full by the end of this financial year.

Item 587: Access From the North

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
13,840	420	141	1

- Asset Management now have scenario budgeting from the budget holder of this project. This will enable more robust future years profiling should there be significant changes to the programme of works.

Item 627: Western Peripheral Route

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
5,700	4,100	0	0

- Following the successful UK Supreme Court decision to proceed with this project, no revised spend profile has been produced as yet, given the relatively short timescale. This will be made available as soon as possible.

Item 663: Corporate Office Accommodation

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
1,000	184	54	5

- A contract for the refurbishment of the ground floor of Frederick Street has now been accepted. The majority of these works are funded through the Condition & Suitability budget, however approximately £130,000 will be funded through the Corporate Office Accommodation budget.
- To date, no other commitments have been made on this budget. It is expected that the majority will be spent in 2013/14.

Item 765: NESTRANS - Capital Grant

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
3,137	960	480	15

- The NESTRANS Grant is paid in two equal instalments, the first of which was paid in December. The second is profiled for payment in February.

Item 778: 3R's Furniture, Fittings & Equipment and Other Works

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
50	50	17	35

- The 3R's budget is a carry forward from 2011/12 which has been used to fund snagging items and equipment from the now completed 3R's school project. The budget is being spent on a "reactive" basis and has been drawn down as and when necessary. At present, there is a requirement to settle asbestos removal works.

Item 789: Planned Renewal & Replacement of Road Infrastructure

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
11,175	3,748	2,091	19

- The majority of resurfacing works have been carried out and invoiced. Further payments will increase the expenditure on this budget significantly.

Item 791: Land Acquisition

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
650	71	1	0

- The land acquisition budget is in place to fund acquisitions which the Authority are legally obliged to conclude.
- The remaining budget at the conclusion of this financial year will carry forward to 2012/13 as per the three year Capital plan.

Item 793A: Frederick Street Relocations - Crombie Road

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
43	254	254	591

(The budget spent figure currently shown does not include additional funding from several other sources).

- The Frederick Street Relocations – Crombie Road project involved the relocation of the Education, Culture & Sport Reserve Collection to vacant Council owned industrial units at Crombie Road.
- The project has now concluded on budget – the other funding sources will be used to offset the total spend on this project by the end of this financial year.

Item 793C: Frederick Street Multi Storey Car Park

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
2,345	2,345	2,305	98

- The car park at Frederick Street was fully funded from the capital receipt obtained in 2011/12 from the sale of the Frederick Street development site. Works have now concluded and the Council's intelligent client is settling the final bill of works with Hub North Scotland.

Item 794: Hydrogen Buses

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
2,000	0	0	0

- There will be no expenditure on this budget in this financial year, however, December 2013 is profiled for £800,000 spend for the purchase of 4 buses. April 2014 is profiled for £1.2million for the remaining buses.

Item 795: City Broadband

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
2,000	55	30	2

- Project is profiled for the only spend this financial year to purchase expert advice in order to undertake an accelerated procurement process with the remaining £1.958 million profiled for expenditure in 2013/14.

Item 800: St Nicholas House Demolition

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
3,692	1,000	828	22

- Item added to the capital programme on 15/1/13, following approval of the recommendations set out in report EPI-12-267.
- £828,000 has been spent to date on the works leading in to the demolition.
- A full spend profile will be obtained from the project manager in February, and will be reported to this Committee.

Housing & Environment: 2012/13 monitor

Project Description	12/13 revised budget	Spend to end Dec.	Spend to date
	£'000	£'000	%
Duthie Park & Winter Gardens - Cost Net of HLF	3,170	2,123	67
Ness Landfill Restoration	4,000	2,898	72
Hill of Tramaud Landfill - Change of Law Costs	449	38	8
Private Sector Housing Grant	921	587	64
Duthie Park & Winter Gardens Replacement Greenhouses	4	3	76
Victoria House	1,271	38	3
Totals	9,815	5,686	

Housing & Environment: 2012-15 monitor

Project Description	Budget 12/13-14/15	Total profiled outturn	Variance
	£'000	£'000	%
Duthie Park & Winter Gardens - Cost Net of HLF	3,170	3,170	100
Ness Landfill Restoration	4,000	4,000	100
Hill of Tramaud Landfill - Change of Law Costs	449	500	111
Private Sector Housing Grant	3,465	3,273	94
Duthie Park & Winter Gardens Replacement Greenhouses	4	4	101
Victoria House	2,543	2,543	100
Totals	13,631	13,489	

Housing & Environment: By Project

Item 244: Duthie Park & Winter Gardens - Cost Net of HLF

Total Project Budget	Expected Outturn 2012/13	Spend to December 2012	Project Budget Spent
£'000	£'000	£'000	%
3,170	3,170	2,123	67

- Spend on the Duthie Park & Winter Gardens project has now risen to fully utilise the carry forward from 2011 / 12. Further expenditure is to be funded by Heritage Lottery Fund and Common Good in 2012 / 13.
- Works continue to progress to the project plan and are profiled to conclude on time by the end of this financial year.

Item 497: Ness Landfill Restoration

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
4,000	4,000	2,898	72

- Works on the Ness Landfill are progressing to the project plan. Two milestone payments in January and February will spend another £1,000,000.

Item 766: Hill of Tramaud Landfill - Change of Law Costs

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
449	449	38	8

- The landfill budget at Hill of Tramaud is a carry forward from 2011/12.
- Budget holder has profiled for an increase in total expenditure by the end of this financial year. The full project budget is expected to be spent.

Item 779: Private Sector Housing Grant

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
3,465	729	587	17

- All expenditure from this financial year's budget is to be spent on disabled adaptations.
- Current profile shows underspend this financial year of £192,000. If this matches the final out – turn, the additional funds will be carried forward to 2013/14.

Item 792: Duthie Park & Winter Gardens Replacement Greenhouses

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
4	4	3	76

- This project was completed last year, and the final £1,000 of expenditure is required solely to settle the final account from these works.

Item 797: Victoria House

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
2,543	151	38	1

- Demolition works are currently taking place on site. Professional fees have been charged for these works.
- Spend profiles have now been provided by the budget holder showing the remaining budget at the conclusion of this financial year will carry forward to 2012/13 as per the three year Capital plan.
- Additional funding from Housing capital will be used for this project. The non housing funding and profiling will remain unchanged.

Education, Culture & Sport: 2012-13 monitor

Project Description	12/13 revised budget	Spend to end Dec.	Spend to date
	£'000	£'000	%
Information Communication Technology Connectivity	34	34	100
Replacement Education Management Information System	167	36	22
School Estate Strategy - Bucksburn / Newhills	522	0	0
School Estate Strategy - Riverbank	172	8	5
Provision for Children with Complex Needs	771	0	0
Tullos Pool Refurbishment	1,049	0	0
Totals	2,715	78	

Education, Culture & Sport: 2012-15 monitor

Project Description	Budget 12/13-14/15	Total profiled outturn	Variance
	£'000	£'000	%
Information Communication Technology Connectivity	34	34	101
Replacement Education Management Information System	167	161	96
School Estate Strategy - Bucksburn / Newhills	9,375	9,375	100
School Estate Strategy - Riverbank	1,750	1,750	100
Provision for Children with Complex Needs	12,886	6,493	50
Tullos Pool Refurbishment	1,149	1,149	100
Totals	25,361	18,962	

Education, Culture & Sport: By Project

Item 750: Information Communication Technology Connectivity

Total Project Budget	Expected Outturn 2012/13	Spend to December 2012	Project Budget Spent
£'000	£'000	£'000	%
34	34	34	101

- This project was a residual amount carried over from last year and has now been completed on budget.

Item 751: Replacement of Education Management Information System

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
167	161	36	22

- Budget holder has indicated that orders have been placed for over £100,000 of handheld devices for schools.
- This expenditure will show in February's monitoring.

Item 759A: School Estate Strategy - Bucksburn / Newhills

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
9,375	522	0	0

- A design team has now been appointed and two technical meetings have taken place.
- A full spend profile is currently being developed. Payments totalling £520,000 are profiled for payment of professional fees this financial year.

Item 759B: School Estate Strategy – Riverbank

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
1,750	172	8	0

- Ultima, the contractor appointed to undertake this project, has identified problems with utilities. Two water mains and a sewer run through the site where the building is proposed. This has pushed back the spend profile until these issues can be rectified.
- There may be budgetary implications as a result of these issues, however, at present it is unclear what the revised cost of the project will be. The

budget holder and Design Team are working along with Ultima to produce a revised project plan.

- An update on the progress of this project, and any proposed overspend will be reported to the next meeting of this Committee.

Item 776: Provision for Children with Complex Needs

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
12,886	75	0	0

- Provision for Children With Complex Needs has approximately £30,000 committed to ground investigations, via Hub North Scotland. These will contribute towards the site selection process, now reprofiled to be completed in February 2013.
- The remaining budget at the conclusion of this financial year will carry forward to 2012/13 as per the three year Capital plan.

Item 796: Tullos Pool Refurbishment

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
1,149	395	0	0

- A contract has been accepted for the refurbishment of Tullos Pool, totalling £1,049,000, 7% over the original budget. This was approved by The Head of Asset Management & Operations delegated authority.
- It has been necessary to accept the contract over budget as the approved sum was based on a three year old probable cost. Mitigating measures to minimise the overspend have been employed: Provisional sums have been omitted or reduced; contingencies have been reduced and a Bill of Reduction has been agreed.
- Works have now begun and are scheduled to conclude in late July.
- A contract to refurbish the toilets at Tullos School has also been accepted to run alongside the pool refurbishment. This is funded through the Condition & Suitability budget.

Corporate Governance: 2012/13 monitor

Project Description	12/13 revised budget	Spend to end Dec.	Spend to date
	£'000	£'000	%
Data Centre Move	175	15	9
Police - Capital Grant	1,705	488	29
Totals	1,880	503	

Corporate Governance: 2012-15 monitor

Project Description	Budget 12/13-14/15	Total profiled outturn	Variance
	£'000	£'000	%
Data Centre Move	175	157	90
Police - Capital Grant	3,310	1,705	52
Totals	3,485	1,862	

Corporate Governance: By Project

Item 630: Data Centre Move

Total Project Budget	Expected Outturn 2012/13	Spend to December 2012	Project Budget Spent
£'000	£'000	£'000	%
175	157	15	9

- Due to delays in the implementation of the Council's Virtual Desktop Environment, budget holder has profiled final payment in March, which will conclude this capital project. As reported at the last Committee, this project remains profiled to conclude £18,000 under budget.

Item 769: Police - Capital Grant

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
3,310	1,705	488	15

- Monitoring information received from the police now predicts that £1.705 million will be required this financial year.
- Budget holder is still awaiting further information on what will happen with future years given the move to a single force from 1st April 2013.

Social Care & Wellbeing: 2012/13 monitor

Project Description	12/13 revised budget	Spend to end Dec.	Spend to date
	£'000	£'000	%
Integrated Drugs Service	650	0	0
Marchburn House	981	343	35
Totals	1,631	343	

Social Care & Wellbeing: 202-15 monitor

Project Description	Budget 12/13-14/15	Total profiled outturn	Variance
	£'000	£'000	%
Integrated Drugs Service	650	650	100
Marchburn House	981	981	100
Totals	1,631	1,631	

Social Care & Wellbeing: By Project

Item 691: Integrated Drugs Service

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
650	0	0	0

- The Head of Legal & Democratic Services continues to pursue NHS Grampian's legal team for clarification and completion of the legal agreement for the Integrated Drugs Centre.

Item 777: Marchburn House

Total Project Budget £'000	Expected Outturn 2012/13 £'000	Spend to December 2012 £'000	Project Budget Spent %
981	981	343	35

- Building works continue to proceed as per the original project plan.
- Project is profiled to conclude this financial year, 8% overspent. As previously reported, the contract was accepted 8% over budget, approved by Head of Asset Management & Operations delegated authority.

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	21 February 2013
DIRECTOR	Stewart Carruth
TITLE OF REPORT	Applications for Financial Assistance 2012/13
REPORT NUMBER	CG/13/???

1. PURPOSE OF REPORT

The purpose of this report is to present applications for financial assistance which have recently been received by the Head of Finance and to allow Members to make a decision on providing funding from the financial assistance budget.

2. RECOMMENDATION(S)

It is recommended that the Committee review the applications and suggested funding levels and approve funding from the financial assistance budget as it considers appropriate.

3. FINANCIAL IMPLICATIONS

The financial assistance budget for 2012/13 is £54,000. Expenditure incurred to date, plus outstanding approved commitments, yet to be paid out, amounts to £19,576. If approval were given to the suggested funding levels detailed in this report (£1,500) then a balance of £32,724 will remain available.

4. OTHER IMPLICATIONS

In some circumstances if the proposed assistance is not provided it may raise issues on the sustainability of organisations or their ability to hold specific events which will bring or provide benefits to the City of Aberdeen and its citizens.

5. BACKGROUND

In considering ad-hoc applications for grants or donations the following general criteria have been applied, although in the past there have been certain applications that have been supported by the Committee that would ordinarily fail to meet the criteria:-

- a) applications from individuals seeking sponsorship, for taking part in fundraising events abroad or for placements with charitable organisations or trusts in developing countries, are declined.
- b) applications from individuals or groups seeking assistance towards costs of excursions outwith the City are declined.

- c) applications which tend not to be supported are those from national organisations unless there was some clear and measurable local benefit, and health related applications which are seen as the clear responsibility of the health authorities.
- d) on a number of occasions assistance is provided to both local and national organisations, either in whole or in part, with the costs of hiring accommodation such as the Beach Ballroom for various fund-raising events and gatherings.

Applications

5.1 Tillydrone Vision (letter attached)

Tillydrone Vision is a community group based in Tillydrone. They have been working in partnership and helping support orphan children at Bezallel School in Kamuli Town, Uganda for the past nine years and have also established a Twinning relationship.

As a celebration of the Twinning the group have invited the Mayor and Town Clerk of Kamuli to visit Aberdeen in March 2013. The estimated cost of the visit is £3,000 of which the group will raise half.

A request has been received for a contribution of £1,500 to match the funding the group will raise towards the visit.

6. IMPACT

The City Council will within financial constraints seek to support the voluntary sector and partnerships with the local community. All applicants will be given equal consideration, within the general criteria for the disbursement of grants and donations from this budget.

Financial support from this budget can provide beneficial impact to those citizens and local organisations that make application and provide an opportunity to support the objective within the vision of Aberdeen – the smarter city.

7. BACKGROUND PAPERS

Attached letter

8. REPORT AUTHOR DETAILS

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☎ (52) 2565

Tillydrone Vision

c/o Rev James Weir

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]



5 December 2012

Dear Councillors Young & Crockett

I write to you as Chairman of Tillydrone Vision.

As you know Tillydrone Vision is a Community Group Based in Tillydrone, Aberdeen.

For the past nine years we have been working in partnership and helping support more than 200 Orphan children at Bezallel School, Kamuli, and Kaliro HIV/AIDS Co-operative, in Uganda.

To date with the help of the Community of Tillydrone and our supporters, we have managed to sponsor 12 young people from Tillydrone to visit, meet with, and become involved in the work we are doing both at home and in Uganda.

In September 2013 we aim to sponsor a further four young people to travel as part of a visiting group to Uganda.

Only the young folks sponsored receive aid for their trip. All other visitors are volunteers and must fund their own costs in full.

As a part of our commitment, Riverbank School has partnered with Bezallel School and the children share correspondence.

With the help of our community of supporters we have shipped two containers loaded with clothing, shoes, books and toys to Uganda.

A request was made for a Tractor to help the school grow some of their own foods. This was met and we were able to send a Tractor, Trailer, Plough, Farming Tools and various other items necessary. It has been a key asset to the school and also to local peasant farmers who are allowed to hire the tractor for a reduced daily rate to help plough land.

The small income from hiring is sufficient to employ men to operate and maintain the equipment.

In 2010 we raised funds to have a wall built around Bezallel School to protect and help save the children for whom the school is the only home they have.

With fundraising efforts we managed to buy some land and establish a piggery to help the Kaliro HIV/AIDS Co-operative gain a source of income.

Tillydrone Vision - www.Tillydrone-Vision.org.uk

As a group we have been instrumental establishing a Twinning between Tillydrone Aberdeen, and Kamuli Town, Uganda.

This twinning is valued by Kamuli Town and acknowledged each year when we visit when all of the visitors meet with the Mayor. In the past two years the meeting has now become a Dinner with Kamuli Mayor and Council Officials.

As a celebration of the Twinning of Tillydrone Aberdeen, and Kamuli Town we have invited the Mayor and Town Clerk to visit Aberdeen in March 2013.

Plans are now being made for engagements to help mark and recognise the significance of this visit for our community in Tillydrone.

Tillydrone Vision are meeting all costs for the visit and to help defray costs our guests will stay with my family whilst here in the City of Aberdeen.

In total we estimate the visit will cost approx £3,000.

Tillydrone Vision has agreed to seek ways in which we can raise this money.

I am writing to ask if the Council would consider a contribution of £1,500 to match the funding we will raise towards what will be for the Community of Tillydrone something of an auspicious occasion to be celebrated.

As far as we are aware Tillydrone is the only Community in Aberdeen to have a Twinning with any overseas Town and we may possibly be unique in Scotland in our Official Twinning Partnership.

Further, I have no knowledge of any other Community Twinning Programme having done what we are proposing, so this will be a first not just for Tillydrone and Aberdeen, but indeed for Scotland.

Every penny raised by Tillydrone Vision goes towards the work we are doing in Tillydrone and Uganda. As a charitable organisation we operate via a committed team of volunteers who meet and pay all of their own expenses.

You can read more of the work we are doing on our website at www.Tillydrone-Vision.org.uk

I do hope that Aberdeen City Council can look favourably upon this local initiative of international involvement and much more important, a community's real care and concern for other peoples.

Rev. Jim Weir
Chairman, Tillydrone Vision

ABERDEEN CITY COUNCIL

COMMITTEE	Finance & Resources
DATE	21 February 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Fleet Asset Management Plan 2013
REPORT NUMBER:	EPI/13/015

1. PURPOSE OF REPORT

The Report details the Fleet Asset Management Plan, explaining the background to Asset Management, and the strategic importance to the City Council in efficiently utilising its assets to assist in the delivery of all Council services.

2. RECOMMENDATION

The Committee approve the Fleet Asset Management Plan and instructs the Corporate Asset Group to implement and develop the Plan in future years.

3. FINANCIAL IMPLICATIONS

There are no specific implications flowing from this report. The further implementation of the Plan will result in additional improvements in efficiency of the utilisation of Council assets, potentially producing savings in revenue costs and improved efficiency.

4. OTHER IMPLICATIONS

There are no immediate other implications flowing from this Report.

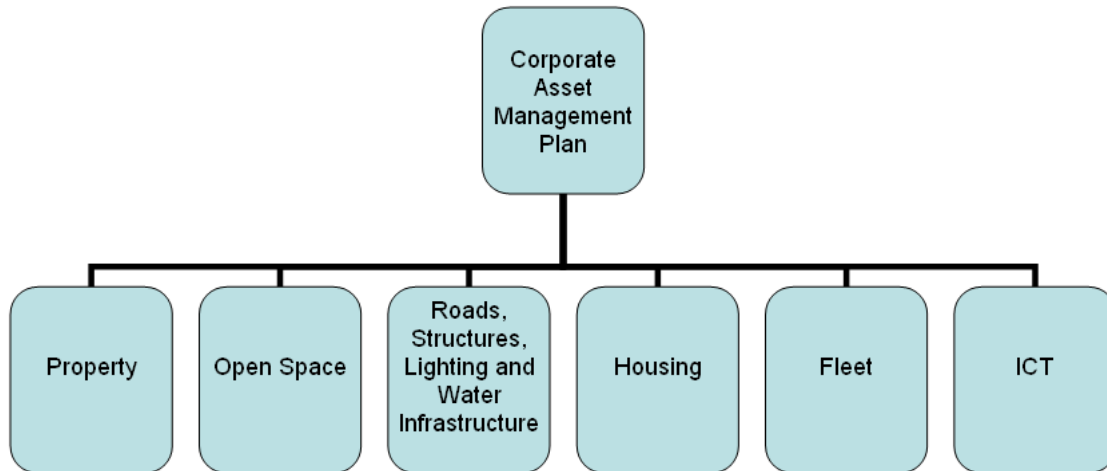
5. BACKGROUND / MAIN ISSUES

Attached, as Appendix 1 is the Draft Fleet Asset Management Plan.

Asset Management is widely recognised by the Scottish Government and Public Bodies as vital to optimising the use and management of assets with the aim of releasing financial and service benefits. This is identified in a recent publication from the Scottish Futures Trust (SFT) entitled "Improving Asset Management across the Scottish Public

Sector”. Such thoughts have been expressed in earlier publications from Audit Scotland, the Chartered Institute of Public Finance & Accountancy (CIPFA) and various professional bodies.

The diagram below indicates the best practice model for strategic asset management documents, with the Corporate Asset Management Plan (AMP) acting as an umbrella document.



The aims and objectives in providing a Fleet Maintenance Service is to ensure that the Council continues to operate vehicles which are fit for purpose for delivering services, meet all of the requirements of our operators license and satisfies all Health & Safety, Legislative and Statutory requirements.

Ongoing improvement of these services will ensure that the Council services that are supported continue to provide high quality, best value services in a way that is convenient and seamless to customers.

6. IMPACT

Corporate - The continued implementation of Asset Management will ensure that the Council is utilising its assets to support Services in implementing the Single Outcome Agreement. In addition the plan contributes to achieving the vision set out in 'Aberdeen: The Smarter City'. Assets have a particularly important role to play in Smarter Living, Smarter People, Smarter Environment and Smarter Mobility themes.

Public – The continuing improvement to the Council’s assets through good asset management practices will help ensure that services are being delivered from an effective asset base.


7. BACKGROUND PAPERS


None

8. REPORT AUTHOR DETAILS

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Fleet Asset Management Plan 2013

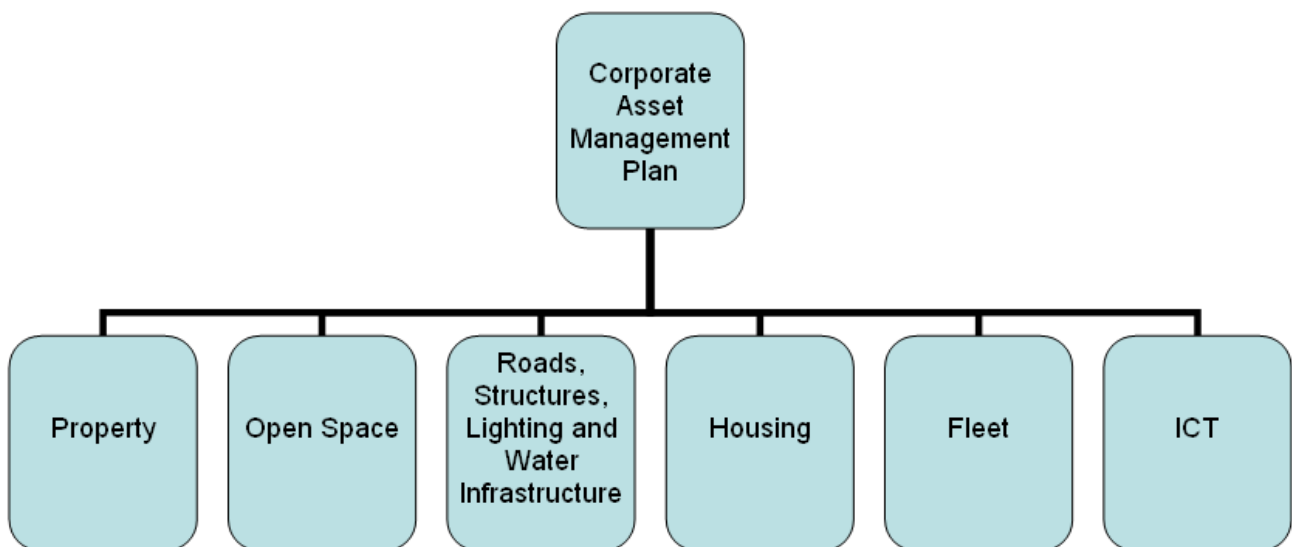
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1. Background

1.1 Role of Asset Management

- 1.1.1 The Council recognises that its assets are a significant and valuable resource to delivering efficient and effective services and in achieving the vision, aims and objectives of the Council. In order to maximise the potential from its assets they must be aligned with the organisations corporate goals and objectives and managed in an active, effective and efficient manner.
- 1.1.2 This is the Council's first Fleet Asset Management Plan and will be updated on annual basis to reflect changes in structures, systems and processes. This Fleet AMP along with the Council's other AMP's will feed into the Corporate AMP.



1.2 Fleet Background

- 1.2.1 Meeting the requirements of our Fleet Operators License is of vital importance to the delivery of services across the Council. Fleet Management is therefore encompassed within the asset management team to ensure the principles of sound asset management are adopted within this service area.
- 1.2.2 The Council, as a Fleet Operator, manages and maintains a wide range of vehicles and plant to enable a number of services to operate efficiently. The operation has a legislative basis and failure to meet the requirements of the Traffic Commissioner could lead to a suspension of the license and added costs for the Council to deliver services.
- 1.2.3 Financial restraint has meant that there has been limited investment in replacing/updating both fleet and plant in the recent past. The inevitable consequence is a backlog of older vehicles requiring replacement. For the Council this meant that costs for fleet increased due to more lost time for repairs and having to carry more spare vehicles to cover for breakdowns etc. More vehicles requiring cyclic inspections, MOTs and maintenance puts increased workload through the workshops, leading to increased pressure to turn around vehicles quickly. Using

service providers out with the Council has been ongoing, however the capacity of the local network of garages has been patchy with performance in some cases being well below expectations.

1.2.4 In the longer term the future delivery of the service has a number of options available. Managers have worked with staff groups to identify how the service delivery can be adapted to reflect the demands for availability of vehicles and plant to correspond to their day to day needs (mostly day-time services). In addition with some services possibly moving to external delivery the service may find its customer base diminishing. Recent changes have seen the removal of internal recharging (effectively removing a split between Client and Contractor) with Fleet now responsible for all vehicles and plant with Service Level Agreements in place with all Services. It is important that all options are considered in order to be able to adopt an effective, efficient and economic solution to service delivery in the future.

1.3 Fleet Current Position

1.3.1 The Fleet AMP covers vehicles, plant and the Vehicle Workshop. The table below provides a summary of the types and numbers of the vehicle and plant assets. In addition the condition and suitability ratings for the depot are detailed in the following table.

Vehicle	Number
Cars	22
Vans - Small	174
Vans - Large	37
Mini Buses	58
Buses - Welfare	19
HGV - 7.5-18 Tonne	26
HGV - 18-26 Tonne	32
Refuse Collection	65
Small Plant	693
Large Plant	517
3.5 Tonne Pick Up	157
Total	1800

Kittybrewster Vehicle Workshop	
Condition: B – Satisfactory	Suitability: B- Satisfactory

2. Corporate Objectives and Priorities

2.1 Council's Vision and Asset Objectives

2.1.1 The key to ensuring that our assets deliver what is required for Aberdeen, both now and in the future, is ensuring that our use and management of assets is aligned to our strategic objectives and priorities.

2.1.2 The Council's approved vision for our assets is:-

“The Council will provide assets, working with partners, where appropriate, which support the Council in the delivery of quality services by being fit for purpose, accessible, efficient, suitable and sustainable.”

2.2 Fleet Objectives

2.2.1 The aims and objectives in providing a Fleet Maintenance Service is to ensure that the Council continues to operate vehicles which are fit for purpose for delivering services, meet all of the requirements of our operators license and satisfies all Health & Safety, Legislative and Statutory requirements.

2.2.2 Ongoing improvement of these services will ensure that the Council services that are supported continue to provide high quality, best value services in a way that is convenient and seamless to customers.

2.3 Goals

- Ensuring Council Services have the appropriate vehicles to carry out their responsibilities and duties
- Maintaining vehicles to VOSA (Vehicle Operator Services Agency) standard
- Ensuring Fleet Asset Management information and data is collected and stored effectively
- Demonstrating Best Value
- Considering the needs of Stakeholders
- Ensuring vehicles are environmentally sustainable
- Maintaining the City Council's Operator's Licence

We will ensure Council Services have the appropriate vehicles to carry out their responsibilities and duties by:-

- Having a five-year vehicle replacement plan in place.
- Holding regular meetings with Service users
- Providing an in-house vehicle hire pool
- Offering workshop facilities that are cost effective, meeting the requirements of the Service users
- Providing demonstrator vehicles as requested and when available

We will ensure vehicles are maintained to VOSA (Vehicle Operator Services Agency) standard by:-

- Undertaking safety inspections (currently annual for vehicles under 3500kg and every eight weeks for vehicles over 3500kg as defined by the terms and conditions applicable to our Operators Licence OM11821) to ensure vehicles are fit for purpose, kept roadworthy and comply with Construction & Use Regulations.
- Providing in-house Class IV, V & VII MOT facility by VOSA trained mechanics.
- Using approved and calibrated inspection equipment.

We will ensure Fleet Asset Management information and data is collected and stored effectively by:-

- Maintaining our Fleet Management System (Tranman) as and when new vehicles arrive and are disposed.
- Updating of individual files.

We will demonstrate Best Value by:-

- Benchmarking with other authorities.
- Benchmarking with the Private Sector.

We will consider the needs of Stakeholders by:-

- Holding regular meetings with service users.
- Advising on legislation and new technology.
- Arranging vehicle demonstrations.

We will ensure vehicles are environmentally sustainable by:-

- Using the latest engine technology available in our procurement of replacement vehicles and plant.
- Electronically limiting vehicles to 60 M.P.H to reduce both emissions and fuel consumption by up to 10%.
- Carrying out a Green Fleet review with assistance from the Energy Savings Trust
- Evaluating alternative fuels, including the use of Bio-diesel and Hydrogen fuels.

3. Key Challenges and Achievements

3.1 Service Level Agreement

- 3.1.1 During 2012/13 significant changes have been implemented in the overall management of the Council's fleet. All fleet and plant is now the responsibility of the Head of Asset Management & Operations, with Service Level Agreements established with all Services who use fleet to assist in the delivery of Services. **Appendix 1** details the Service Level Agreement which will become operational from 1 April 2013.
- 3.1.2 The implementation these Agreements will have a fundamental change on how fleet is managed and delivered, clarifying responsibility for all aspects of the use of fleet, ensuring that the cost of both delivering and using fleet is clearly managed and controlled between the service provider and users.

3.2 Efficiency of Fleet Maintenance

- 3.2.1 During the last year, with the assistance/agreement of the fleet staff, the nature of service delivery at the workshops at Kittybrewster has been revised. This was to ensure that the service delivered was as efficient as possible, reflected service needs, in preparation for the implementation of the Service Level Agreement and allowed for more efficient operations. This has resulted in the garage now running a double shift, being opened from 6:00am to 10:00pm, five days a week.

3.3 Staff

- 3.3.1 A significant challenge the Service faces is the retention and recruitment of mechanics, to ensure that the service standards detailed in the Service Level Agreements are achieved.
- 3.3.2 At the present time discussions are ongoing with the Head of Human Resources and Organisational Development to identify innovative recruitment methods. The current shortage of trained staff is not unique to the City Council but is being experienced by all our public sector partners and all other fleet garages in the North-east as the Oil and Gas sector provides alternative employment opportunities for trained staff at higher rates of pay.

3.4 Technology

- 3.4.1 The City Council has agreed to acquire, in partnership with private sector partners, to acquire and manage a number of Hydrogen powered buses. It has been agreed that these will be maintained at the Council's Kittybrewster Garage. At the current time, staff are being trained in all aspects of the maintenance of hydrogen powered vehicles. Furthermore research is being undertaken to determine if there are significant benefits for the Council to consider the future replacement of appropriate vehicles fuelled by hydrogen.

3.5 Training

3.5.1 In order that the City Council is fully compliant with its Operators Licence it is essential that all vehicles are correctly operated. All staff must continue to be trained, with management ensuring that all legislation and good practice is enforced at all times. This also means that there must continue to be good channels of communication between the Fleet Manager and the Service Managers with responsibility for its utilisation.

3.6 Replacement of Fleet

3.6.1 Due to financial restraint over the last few years there has been a lack of investment in the replacement of the Council's fleet, with the result that much of the fleet is close to the end of its useful life. This has an impact on the delivery of services (due to the number of breakdowns) and the efficiency of the workshops.

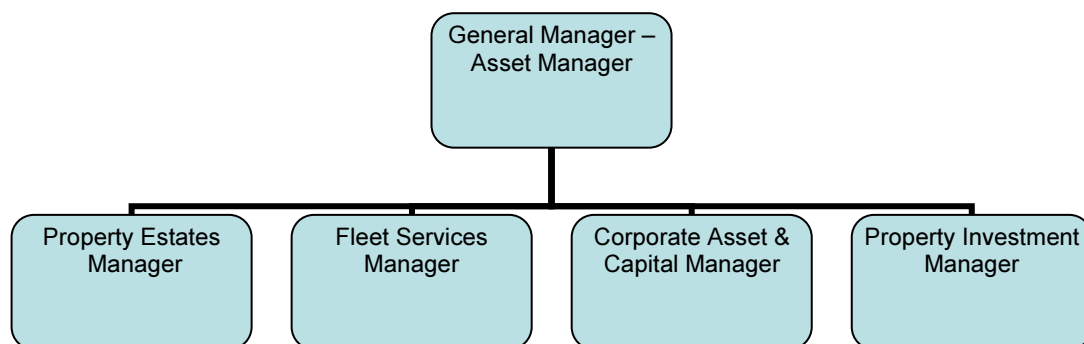
3.6.2 A replacement programme is in place for 2013/14 onwards. Along with the implementation of the Service Level Agreement, this should ensure that the efficiency of the fleet improves over the next few years and mechanisms are in place to monitor performance.

4. Delivery Arrangements

4.1 Asset Management

4.1.1 A new structure for the future delivery of Asset Management was approved in April 2011 and is fully operational. The structure is shown in **below**. The approved revised structure identifies Asset Management is split across four managerial areas. These are:-

- Estates Service
- Fleet Services
- Asset and Capital Management
- Property Investment Portfolio



4.2 Partnership & Collaboration

4.2.1 The City Council work closely with its counterparts particularly Aberdeenshire Council to determine whether or not there are benefits from closer collaboration. In the recent past joint work was undertaken to investigate the possible benefits of joint procurement.

4.2.2 In partnership with the members of the Grampian Public Sector Strategic Asset Management Group and Scottish Futures Trust research is underway to investigate if, in the longer term, the management of public sector fleet (and in particular the location of maintenance garages) can be improved. This work has been identified as a medium term project, and is unlikely to make significant changes during the next five years.

4.3 Communication

4.3.1 In the short term, improved communication will be delivered through the monitoring of service delivery and performance through monthly meetings with services as set out in the SLA.

4.3.2 Communication with all users is essential in terms of compliance with the Council's Operator's Licence and legislation. Accordingly management will ensure that appropriate training is provided and that there is full compliance at all times.

5. Investment Planning

5.1 Capital Investment Requirements

- 5.1.1 Appendix 2 details the draft five year replacement programme for the Council's Fleet.
- 5.1.2 At the present time, it is envisaged that this will be funded from identified revenue savings.
- 5.1.3 The Service Level Agreement ensures that Enterprise Planning & Infrastructure are fully responsible for the majority of the costs in maintaining the fleet, with services only responsible for costs arriving from "unfair wear and tear". The management of this Agreement should ensure that in future all the costs associated with the utilisation of a vehicle can be monitored and assessed.

6. Performance Management

6.1 Performance Management

6.1.1 With the implementation of the new management software Tranman, it will be possible to provide monthly detailed information to the service users in relation to the cost and utilisation of all fleet.

6.1.2 The current Key Performance Indicators (KPI's) are:-

- First time pass (MOT) Large goods Vehicles
- Services completed within 7 days of schedule
- % running repairs finished in 24 hrs
- Number of hires required to cover vehicles of road
- First time pass (MOT) light commercial vehicles

6.1.3 It is proposed that during the next year a further suite of Performance Indicators are developed, in agreement with Service Users, and that these, along with the above KPI's, are reported as part of the development of the Asset Management Plan. Furthermore these will be reported with a Service Breakdown to allow comparisons between the Services.

7. Key Priorities 2012 – 2015

7.1 Key Priorities

7.1.1 The main priority in the short term must be the full implementation in April 2013 of the Service Level Agreements. From this much of the detailed management of the operation of the fleet can be monitored.

Priority Area	Start Date	Completion Date
Implementation of the Service Level Agreements	Feb 2013	April 2013
Development of Service Performance Management indicators	Feb 2013	May 2013
Implementation of rolling Fleet Replacement Programme	April 2013	March 2018
Development of Tranman Software	Ongoing	Ongoing
Research into energy saving fuels	Ongoing	Ongoing
Review Fleet Utilisation	Feb 2013	Dec 2013

Appendix 1

**SPECIMEN SERVICE LEVEL AGREEMENT
(Abridged)**

BETWEEN

**ENTERPRISE, PLANNING and INFRASTRUCTURE
FLEET MANAGEMENT**

AND

To identify and define the Operational, Budgetary and Reporting Functions to be provided by Fleet Management in respect of Fleet Management and Maintenance Services for Aberdeen City Council.

1. Document Administration

1.1 Document Location

Hard copies of this document will be provided to all of the undernoted. An electronic copy will be located on the Enterprise, Planning and Infrastructure section of the Zone.

1.2 Revision History

Version	Date	Author	Summary of Changes
1		NB	First Draft
1a		HM	Final Draft

1.3 Approvals

This document requires approval from the following personnel ...

Name	Title
Hugh Murdoch	Head of Asset Management & Operations
	Head of

1.4 Distribution

Name	Title	Distribution Date
Hugh Murdoch	Head of Asset Management and Operations	
Mike Duncan	General Manager Asset Management	
Nigel Buchan	Fleet Manager	
	Head of Service - ???	
	??? Manager - ???????	
	??? Manager - ??????	

2. Purpose

To identify and define the Operational, Budgetary and Reporting Functions to be provided by Fleet Services in respect of Fleet Management and Maintenance Services for Aberdeen City Council

3. Parties

The parties to this Service Level Agreement are:

- Asset Management and Operations - Fleet Management (Supplier)
- (Customer)

4. Scope

This Service Level Agreement relates to the following:

Responsibilities of Supplier
Responsibilities of Customer
Budgets and Charges
Problem Reporting
Communication
Dispute Resolution
Review of Service Level Agreement

The principles of this SLA are based on service levels prior to transfer of budgets to Fleet Services as of 31 March 2012.

5. Responsibilities of Supplier

5.1 General

The aims and objectives in providing a Fleet Maintenance Service is to ensure that the Council continues to operate vehicles which are fit for purpose for delivering services, meet all of the requirements of our operators license and satisfies all Health & Safety, Legislative and Statutory requirements.

Ongoing improvement of these services will ensure that the Council services that are supported continue to provide high quality, best value services in a way that is convenient and seamless to customers

For ???? Service the number of vehicles required by the customer on a daily basis is included in Appendix 1.

The Supplier undertakes to provide the said vehicles given in Appendix 1, or similar replacements to maintain the operational numbers of vehicles required by the customer to operate their service. This is to include any additional vehicles as agreed between the Supplier and Customer as a variation to this SLA. The Supplier undertakes to maximise

their availability and to maintain them in a road-worthy condition, in accordance with recommended maintenance schedules and inspection frequencies. The Supplier will do so by undertaking the following:-

- Provide all safety inspections, routine servicing and repairs; including breakdown recovery but not accident damage or un-fair wear and tear, these will be recharged to the customer. See section 7.
- Carry out the rectification of warranty repairs.
- Provide vehicle excise licences and where appropriate the Operators Licence Discs to the nominated customer personnel
- Provide Vehicle Insurance.
- Provide all MOT/LGV/PCV tests as appropriate.
- Provide all auxiliary equipment tests to meet manufacturer and Health and Safety requirements.
- Vehicle financing charges/leasing payments for existing vehicles as of 01/04/2012
- Tyre replacements for normal fair wear and tear. Including wheel maintenance and provision of wheel-nut indicators.
- Training will be given to drivers by Fleet Services on identifying wheel-nut movement and wheel / tyre damage.
- Return vehicle for operational use within a the following timescale:

MOT – 3 working days
Inspection – 4 hours
Service – 1 working day

When notified of a priority the Supplier will take measures to complete the work within an agreed accelerated time-scale.

In the event of a breakdown or damage the Supplier will identify within 1 working day the likely timescale for the vehicle to be available for use and will inform customer of the actions to be taken to maintain the core resource level in the interim.

- Provide a maintenance history including details of downtime, (from report of defect to confirmation that repair is complete).
- Monitor downtime and any trends or problems identified will be investigated and appropriate action agreed.

- Produce vehicle statistics to aid safe and legal driving and operational control.
- Produce vehicle cost analysis statistics to aid budgeting and development of unit / service cost and charges where required.
- Produce detail vehicle specifications for replacement vehicles, following discussions with customers, including whole life costs
- Vehicles will be procured to ensure that they are fit for purpose in relation to Noise, HAVS and full body vibration Health and Safety requirements
- Provide advice on any aspect of road transport, legislation both UK and EU Regulations.
- Provide and maintain Fleet Compliance Procedures Manual in discussion with customers.
- Provide defect books, tachograph charts, tachograph roles (digital tachos), tachograph cards, driver's hours and records books, and driver's handbooks to agreed locations.
- Provide analysis of digital tachograph cards where fitted.
- Establish LGV and PCV driver training to meet national vocational driving requirements.
- Liaise with external bodies including VOSA and the FTA and advise the Customer of legislative changes.
- Liaise with Police and other enforcement agencies on behalf of the Customer. Where the Customer's operative is in breach of any legislation, regulation, etc. then the cost of any time spent by the Supplier will be recharged to the Customer at daywork rates (See Appendix 7).
- Provide information and advise on fuel efficiency and usage issues; and take the appropriate action on improving fuel consumption, including establishing operator training and/or advice.
- Arrange for planned routine services and safety checks to be carried out at times that minimise the disruption to the users operations.
- Provide sufficiently detailed information to ensure routine checks and servicing to be carried out as required as part of the drivers' responsibilities. This will include information on lubricating oil type, tyre pressures etc.
- Provide an appropriate "drive through" vehicle wash facility that cleans under the vehicle and chassis's, and the vehicles roof without operatives having to

work in confined spaces or at heights (subject to a suitable vehicle wash being available for use).

- Clean thoroughly vehicles engines when appropriate to vehicle manufacturer's recommendations.
- Clean thoroughly vehicles bodies, and behind and around moving parts to vehicle manufacturers recommendations. This will only apply to specific vehicle types as listed in Appendix 6.

On occasions it may be necessary for the Supplier to appoint approved sub-contractors to carry out some or all of the work, either because they provide a specialist service not available in-house, or to ensure that work is completed within timescales agreed with the Customer. On such occasions the Supplier will ensure that:-

- The sub-contractors have the necessary experience and qualifications for the work that they are asked to carry out.
- All appropriate Council procedures and regulations for the appointment of sub-contractors are followed.
- Work carried out by the sub-contractors is effectively managed to ensure completion to required standard within the agreed timescales.
- The cost of delivering vehicles to sub-contractors will be borne by the Supplier unless the charges are associated with an unfair wear and tear/ accident recharge, then the cost will be borne by the Customer.

5.2 Additional Fittings

Where appropriate newly commissioned vehicles will be fitted with hot and cold hand wash units prior to release to the customer. Interior lining kits are fitted in all vans. Radios and beacons will be fitted on request. All subsequent replenishments are the responsibility of the Customer.

Any additional fittings required will be agreed with the Customer prior to commissioning or alterations requested by the Customer will be considered on its merits. No unauthorised alterations or personalisation to vehicles and plant are permitted. Note that this includes fitment of radios (including music) and additional decals. When alterations or additions are approved the work will be carried out and recharged to the Customer:-

Because of the manufacturers' weight restrictions and warranty conditions, it is Council Policy to prohibit the fitting of roof racks on car-derived vans, mini-buses and tow bars on car-derived vans. Exemptions to the Policy are granted on an individual basis when requested.

5.3 Replacement and Additional Items

The Council has a recognised standardisation Policy that is applied to the purchase of all-new vehicle. This Policy benefits all users as it maintains driver and fitter confidence and knowledge of the product, and provides favourable purchasing terms, which keep the hire rates at the most competitive level. The specification for replacement vehicles will be agreed with the customer before orders are placed subject to best value being part of the evaluation.

Replacement of existing vehicles will be undertaken in accordance with approved replacement cycles where possible. Where a Customer wishes to introduce additional vehicles/plant above the establishment dated 01/04/2012 they will require providing the finances to support this purchase. The Supplier will identify whether the preferred option for purchase is by way of outright purchase, lease or contract hire, with this depending on a number of factors. The Customer will be advised of the financial implication in each case.

The Supplier will provide all new vehicles with the appropriate Council approved livery following consultation with the Customer.

Vehicles may carry third party advertising as determined by the corporate "Sponsorship Opportunities for Council Owned Assets" as agreed with the Customer.

All new vehicles and items for re-issue, are kept at the Kittybrewster Repair Depot, Powis Terrace, Aberdeen and must be collected from there other than in exceptional circumstances where previously arranged. Copy of vehicle handbook to be provided to the Customer (driver/operator) on collection

Customers are consulted prior to orders being placed for new items and due consideration is given to changes in operating conditions which can prevail.

When new items are ordered a commissioning sheet is completed, listing all known details and options requested by the Customer. A copy of this commissioning sheet will be supplied at the time of collection of the item.

It is the intention that the Supplier will maintain a fleet age profile that will give the optimum running costs of the vehicles that are supplied. Details of the optimum vehicle fleet age profiles will be added to this SLA at a future date.

5.4 MOT's, Routine and Cyclic Maintenance, and Safety Inspections

MOT's, servicing and inspections are carried out at prearranged intervals and to meet the requirements of the Council's Operators License. Service schedules will be made available to customer's 12 months in advance. All work carried out on vehicles are recorded in the Fleet Management System as a permanent record of availability, history and whole life costs.

Except in cases where specialist vehicles (i.e. a vehicle which cannot be replace by hiring in a replacement within 1 working day) are required e.g. Jetpatcher, the agreed daily Customer requirement will be provided.

Routine servicing and repairs does not include the repair of any damage sustained due to unfair wear and tear, accident damage, negligence or misuse on the part of the Customer. In such cases the Customer will be notified. Subject to review, the cost of rectification will be borne by the Customer. The Supplier will be under no obligation to provide a replacement vehicle although a replacement may be arranged if requested and re-charged to the Customer. (See 7. Budgets and Charges).

Puncture and tyre defects should be reported to the Supplier as directed. The Supplier will arrange for the Council's nominated tyre contractor to carry out the necessary work. All punctures and tyre damage due to a puncture or a tyre that has been run flat will be charged directly to the Customer. Any associated vehicle damage caused by running a vehicle with a tyre that has been run flat will be charged directly to the Customer. The Customer will not be charged the full cost of the tyre but only on the remaining available tread depth left on the tyre. A tyre that has reached its legal limit by fair wear and tear will be replaced as part of the contract.

All costs associated with Windscreen or glass replacement will be borne by the Supplier.

5.5 Emergency Response

The Supplier will ensure that as far as possible vehicles will be maintained and repaired with minimal delay during extended periods of Emergency. The most common example is during Roads Winter Service Plan (Mid November to March each year) when gritters take priority for ice/snow treatment operations.

During these periods vehicles are prioritised as to costs of replacement/hires i.e. with more expensive attended to as higher priority.

The Supplier will provide details of standby personnel and contact numbers for inclusion in emergency response plans.

6 Responsibilities of Customer

6.1 General

The Customer shall:

- present their vehicle to the workshop for pre-planned maintenance by the date specified on maintenance schedule:
- Ensure all vehicles and plant is kept in a clean and tidy condition. Customers are responsible for the internal and external cleanliness of each item and maintaining a good public image as required by the Council. Should the Supplier have to carry out abnormal cleaning (other than that determined to be the responsibility of the Supplier) in order to undertake work of any description, then the Customer will be charged for this service after inspection and agreement.
- Ensure their drivers complete defect sheets and submit them to the Supplier for relevant action in accordance with an agreed procedure.
- Ensure their drivers complete defect sheets and report immediately any foreign object, found to be caught in or around moving parts, to Supplier. Damage to the vehicle caused by failure to report will result in the Customer being charged for repair to the damage after inspection and agreement.
- Be responsible for employing drivers/operators, ensuring they hold current driving licences of the appropriate category, and for arranging any driving assessment as necessary. Licence details and advice on appropriate driving licences for various vehicles, plant, equipment and trailer combinations must be sought from and approved by Supplier. The Customer is also responsible for the conduct of their drivers including compliance with all statutory requirements relating to speed limits, loading, driver's hours and other relevant regulations as advised by the Supplier.
- Ensure that Drivers/Operators carry out lubrication at intervals recommended by the manufacturer and confirmed by the Supplier (drivers / operators on Vehicles and Plant will be issued with Grease Guns, Grease cartridges etc on request to the repair depot stores at no cost).
- Ensure that start of work inspections are undertaken by all drivers in line with approved inspection procedures.
- Ensure that passengers are not carried in Council vehicles with the following exceptions:-
 - a) Bona-fide employees of the Council carrying out duties on behalf of the Council.

b) Passengers in mini-buses and welfare buses who are clients of the vehicle Customer and are being carried on a journey and authorised by that Customer

c) Other passengers on official Council business with prior authorisation

Authorised passengers as above shall not exceed the limit of the number of seats for carrying of passengers.

- In the event of an accident/incident/breakdown involving a member of staff of the Customer the list of actions set out in Appendix 2

6.2 Collection and Return of Vehicles

All new vehicles are to be collected from the Supplier at Kittybrewster Repair Depot, Powis Terrace, Aberdeen, unless other arrangements have been made.

Familiarisation training will be provided by the Supplier on all new equipment with certification, including competence assessments, being issued and recorded by the Supplier.

At the end of any lease or hire period, all vehicles are to be returned to the Supplier at the Kittybrewster Repair Depot, Powis Terrace, Aberdeen.

When an item, surplus to the Customer requirements, is returned to the Supplier its return should be notified in writing. It is essential that all equipment and fittings be returned with the item whether it is for re-issue or disposal.

6.3 Display of Operators and Excise Licence Information

All registered vehicles (with the exception of road rollers) must display a current Excise Licence Disc. Customers are responsible for ensuring that a current licence disc is displayed on the vehicle. The Supplier is to be informed of any discs, which have expired, are lost, are defaced or illegible.

N.B Failure to display can attract a penalty of £100.00 which would be recharged to the Customer.

Any vehicle that does not have a current Licence must be withdrawn from service immediately.

All large goods and passenger vehicles must display a current Operators Licence Disc. Customers are responsible for ensuring that a current licence disc is displayed on the vehicle.

The Supplier is to be informed of any discs, which have expired, are lost, and are defaced or illegible.

N.B Failure to display can attract a penalty of £XXX which would be recharged to the Customer.

Any vehicle that does not have a current Licence must be withdrawn from service immediately.

Replacement costs for lost or defaced operators and excise licence discs will be charged to the customer.

Licence discs lost or stolen must be reported to Fleet Manager who will notify the Police. If the missing licence disc is recovered the Supplier must be notified and they will pass the information to the Police.

6.4 Consumables

Responsibility for replacement/replenishment of consumables e.g. fire extinguishers, first aid kits refills, flymo blades, strimmer cords, power saw blades, replacement or sharpening of jackhammer steels, rests with the Customer. A full list of consumables is provided in Appendix 3.

Fuel cards are provided for use in Council vehicles. Fuel cards are the responsibility of the Customer who must ensure that the fuel card usage policy is adhered to.

6.5 Unfair Wear and Tear / Accident Damage

The Customer has an obligation to minimise unfair wear and tear/ accident damage as much as possible. It is important from safety and/or legal reasons. Also for lease or contract hire vehicles the condition of the vehicle is taken into account at the end of the lease period and the Council would be liable for surcharge by the Leasing Company. The Supplier will include an allowance to cover the end of lease costs of normal wear and tear however abnormal costs will be charged to the Customer. The Supplier will also provide sufficient information to enable the Customer to take action necessary to minimise the likely costs of controllable charge issues e.g. excess mileage charge.

For the definition of 'fair wear and tear' see Appendix 4. A detailed list of chargeable damage is included in Appendix 5.

6.6 Tyre, nuts and wheel checks

The Customer will be required to ensure that a visual daily inspection of tyres, wheel-nuts and wheels is undertaken. Where any tyre / wheel damage is seen or that there is evidence that wheel nuts are loose then this must be reported to Supplier. The vehicle must not be used until Supplier has rectified any fault or assured the customer that the vehicle is safe to use.

7 Budgets and Charges

All rechargeable works will be in agreement with the Customer who will be notified in writing and who must respond in writing his acceptance within 3 working days (e-mail acceptable). Failure of the Customer to respond within the time specified will be

taken as their agreement for Supplier to continue with the works. If agreement cannot be reached then the matter will be taken as a dispute.

All rechargeable works will be undertaken at day works rates (Given in Appendix 7). Parts and consumables supplied will be chargeable at cost plus 10%.

Replacement vehicles for vehicles off the road undergoing rechargeable works will be recharged to the customer.

As all vehicles have a planned life there may be a termination charge for early return by the Customer.

Work on other vehicles (not provided by the Supplier) will be undertaken at day works rates (Given in Appendix 7). Spares may also be supplied for operations fitment and will be chargeable at cost plus 20%.

All charges will be reviewed annually for implementation on 1st April to take account of inflation and planned life of vehicle or plant

It is the responsibility of the Customer to obtain additional budget provision for vehicles additional to those given in Appendix 1 or their replacements.

The Supplier will notify the Customer of estimated costs of any recharge prior to carrying out the work and the works will be recharged within one calendar month of completion of the works.

8 Problem Reporting

It is the responsibility of both parties to ensure that a consistent, efficient and effective service is provided to Customers at all times. One of the key ways in which this is to be achieved is by the prompt reporting, discussion and resolution of issues that may arise.

It is therefore important that the Supplier informs the Customer as soon as possible of any problems identified. Initial communication is to be made to the designated manager as considered appropriate.

The Supplier is to provide the Customer with details of a suitable reporting mechanism detailing procedure and contact details.

9. Communication

9.1 Performance Review Meetings

In addition to the reporting of problems as outlined above, there will be a programme of bi-monthly Performance Review Meetings between the parties (monthly for first three months of the term of this SLA). The Supplier and Customer will agree dates, times and locations of the meetings. These meetings will be chaired and minuted alternately by the Customer and Supplier representatives with copies of the minute provided to all relevant officers.

Prior to the meetings a set of KPI's (Key Performance Indicators) and CII's (Continuous Improvement Indicators) are to be agreed between the parties.

Initial list of KPI's proposed by Supplier and the Customer are as follows:

To insert KPI's here.

Initial list of CII's proposed by Supplier and the Customer are as follows:

To insert CII's here.

- Number of times all of the above reports are produced in time for quarterly review meeting
- Number of complaints received from customer staff and follow up responses

The Supplier will be required to produce reports, from electronic or other records, of these statistics for all regular Performance Review Meetings with the Customer. Satisfactory KPI and CII levels will be agreed by the parties and consistent failure to achieve the agreed levels may result in the SLA being terminated.

In the event of two successive meetings where KPI's have not been met monthly meetings will be held until three successive months performance is back to acceptable levels, thereafter meetings will revert to bi-monthly.

9.2 Points of Contact

All communications between the parties, electronic or otherwise, will be between members of staff nominated from time to time. Current relevant members of staff are as follows:

Supplier:

Customer:

9.3 Ownership of Information

The Supplier is the owners of all financial, historic and other information relating to this SLA. In the event of the Customer requiring information for service delivery purposes or to respond to an enquiry the Supplier will supply all relevant information held at that time.

10 Dispute Resolution

In the event of a dispute between the Supplier and Customer which cannot be resolved satisfactorily, an independent Chief Officer will be asked to review the position of both parties and to come to a decision.

Dispute resolution may require independent specialist advice. The cost of this advice will be paid for by the party whom the decision has found against.

11 Review of Service Level Agreement

The SLA is in place indefinitely, but will be reviewed on an annual basis.

This Service Level Agreement will be reviewed annually. However, should a review or revision of any parts of the Service Level Agreement be required in the time between formal reviews, either of the parties can request this at any time.

In addition to the annual review, at the Performance Review Meetings there will be the opportunity to discuss any issues that have arisen that require resolution which will lead to improved or more efficient service provision.

12 Definitions

SLA means Service Level Agreement

Vehicle/s means all vehicles, plant, machinery and associated auxiliary equipment (including bodies and chassis's) identified in the addendum/s to the Service Level Agreement.

13. Signatures

I hereby give my approval to this agreement and the standards detailed herein:

Head of Asset Management and Operations

Signature: _____

Date: _____

Head of ????

Signature: _____

Date: _____

Financial Year	Estimated Cost of Replacement
2013/14	£5,392,000
2014/15	£5,235,000
2015/16	£5,596,000
2016/17	£5,189,000
2017/18	£5,182,000
	<u>£26,594,000</u>

FLEET REPLACEMENT PROGRAMME

2013-14

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost\ V Or P
4204	SV04CGF	KLV	RCV 26T 6X4	2013/14	MERCEDES ECONIC 26T 6X4 RCV	7	ENVIRONMENT SERVICE	£135,000\VEHICLE
4206	SV04CGG	KLV	RCV 26T 6X4	2013/14	MERCEDES ECONIC 26T 6X4 RCV	7	ENVIRONMENT SERVICE	£135,000\VEHICLE
3659	V524DSO	KRV	RCV 23T 6X2	2013/14	SEDDON ATKINSON 26T 6X4 RCV	7	ENVIRONMENT SERVICE	£135,000\VEHICLE
4743	P48TCW	FCC	CRASH CUSHION	2013/14	DENNIS EAGLE ELITE T1 CRASH CU	7	ROADS DEPT TULLOS	£130,000\VEHICLE
3760	W391ORS	ECL	CONE LAYER	2013/14	SEDDON ATKINSON 17T 6X2 CONE L	7	ROADS DEPT TULLOS	£130,000\VEHICLE
4795	RX10HLK	XWL	WHITELINER	2013/14	SPRINGWOOD S1100 3T WHITELINER	8	ROADS DEPT TULLOS	£125,000\VEHICLE
3742	V643DSS	PRV	12-18 TON REF VEH	2013/14	SEDDON ATKINSON 18T 4X2 RCV	7	ENVIRONMENT SERVICE	£120,000\VEHICLE
4078	SV52XLU	IRS	SWEEPER 15T 4X2	2013/14	IVECO EUROARGO 130E 15T ROAD	7	SWEEPING	£115,000\VEHICLE
3855	Y932PSN	OGF	GULLY EMPTIER 18T	2013/14	IVECO 180E 23S 18T L/H/D GULLY	7	ROADS DEPT TULLOS	£110,000\VEHICLE
854	G509MSO	WAC	ASPHALT CUTTER	2013/14	AVELING BARFORD ASPHALT CUTTER	10	ROADS DEPT TULLOS	£100,000\VEHICLE
3858	Y442RSA	FLT	26T TIPPER 6X2	2013/14	FODEN S106R 26T TIPPER	7	ROADS DEPT TULLOS	£85,000\VEHICLE
3918	L243HNM	LLG	26T GRITTER	2013/14	DAF FAT 75 270 26T GRITTER	7	ROADS DEPT TULLOS	£80,000\VEHICLE
4567	SF03PGX	LLG	26T GRITTER	2013/14	DAF FATCF75 310 26T GRITTER	7	ROADS DEPT TULLOS	£80,000\VEHICLE
293	P930DSS	EWL	WHITELINER 7.5-18T	2013/14	DAF LF45 130 7.5T WHITELINER	7	ROADS DEPT TULLOS	£80,000\VEHICLE
3967	SV52UZX	RHL	HOOKLIFT 18T	2013/14	SEDDON ATKINSON 18T 4X2 HOOK L	7	ROADS DEPT TULLOS	£80,000\VEHICLE
3577	S517MRS	HWB	WELFARE BUS	2013/14	LDV CONVOY WELFARE BUS	5	SOCIAL WORK TPORT	£63,000\VEHICLE
3996	BL02XJH	HWB	WELFARE BUS	2013/14	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000\VEHICLE
3997	BL02XJJ	HWB	WELFARE BUS	2013/14	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000\VEHICLE
3998	BL02XJK	HWB	WELFARE BUS	2013/14	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000\VEHICLE
4001	BL02XJO	HWB	WELFARE BUS	2013/14	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000\VEHICLE
4002	BL02XJM	HWB	WELFARE BUS	2013/14	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000\VEHICLE
4134	MV03KYC	HWB	WELFARE BUS	2013/14	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000\VEHICLE
4135	MV03KZC	HWB	WELFARE BUS	2013/14	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000\VEHICLE
M3027	SV03HSX	HWB	WELFARE BUS	2013/14	MERCEDES 614D 16S WELFARE BUS	5	ARTHRITIS CARE	£63,000\VEHICLE
4459	AE06KAA	NSS	SWEEPER 250	2013/14	SCHMIDT SWINGO 250 COMPACT SWE	5	SWEEPING	£62,000\VEHICLE
4460	AE06KAJ	NSS	SWEEPER 250	2013/14	SCHMIDT SWINGO 250 COMPACT SWE	5	SWEEPING	£62,000\VEHICLE
4461	AE06GKP	NSS	SWEEPER 250	2013/14	SCHMIDT SWINGO 250 COMPACT SWE	5	SWEEPING	£62,000\VEHICLE
4158	P124KWB	LSG	GRITTER	2013/14	DAF FA60 180 17T GRITTER	7	ROADS DEPT BUCKSBURN	£60,000\VEHICLE
3899	P720JYX	LSG	GRITTER	2013/14	DAF LF 45 130 7.5T GRITTER	7	ROADS DEPT BUCKSBURN	£60,000\VEHICLE
4090	N398AEG	LSG	GRITTER	2013/14	DAF LF 55 220 18T GRITTER	7	ROADS DEPT TULLOS	£60,000\VEHICLE
4234	R912UBC	LSG	GRITTER	2013/14	DAF LF 55 220 18T GRITTER	7	ROADS DEPT TULLOS	£60,000\VEHICLE
4744	MV53EGD	LSG	GRITTER	2013/14	DAF LF 55 220 18T GRITTER	7	ROADS DEPT BUCKSBURN	£60,000\VEHICLE
4745	AE53TUP	LSG	GRITTER	2013/14	DAF LF 55 220 18T GRITTER	7	ROADS DEPT TULLOS	£60,000\VEHICLE
3745	V224DSA	ETT	TIPPER 18T 4X2	2013/14	SEDDON ATKINSON 18T 4X2 TIPPER	7	ROADS DEPT BUCKSBURN	£60,000\VEHICLE
3968	SV02KZN	ETT	TIPPER 18T 4X2	2013/14	SEDDON ATKINSON 18T 4X2 TIPPER	7	ROADS DEPT BUCKSBURN	£60,000\VEHICLE
3969	SV02KZO	ETT	TIPPER 18T 4X2	2013/14	SEDDON ATKINSON 18T 4X2 TIPPER	7	ROADS DEPT BUCKSBURN	£60,000\VEHICLE
4618	SP08BHZ	TAM	MOWER	2013/14	AEBI MOWER	8	FOUNDATIONS DEPARTMENT	£50,000\VEHICLE
4031	SV02JYZ	DDC	7.5T DROPSIDE/CRAN	2013/14	DAF LF45 150 7.5T DROPSIDE WIT	7	ENVIRONMENT SERVICE	£50,000\VEHICLE
2970	SV02JYZ	MFL	FORK LIFT	2013/14	JCB TELETRUCK FORKLIFT	8	ENVIRONMENT SERVICE	£45,000\VEHICLE
3083	R420MSS	MFL	FORK LIFT	2013/14	MANITOU FORK LIFT	8	BUILDING SERVICES	£45,000\VEHICLE

FLEET REPLACEMENT PROGRAMME

2013-14

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost\ V Or P
624	R142LSS	LFT	TRACTOR	2013/14	MASSEY FERGUSON 660 TRACTOR	8	ROADS DEPT TULLOS	£45,000\VEHICLE
3875	Y39PSP	SLR	N H TRACTOR	2013/14	NEW HOLLAND TC27D TRACTOR	8	GROUPS DEPARTMENT	£40,000\VEHICLE
3871	Y995RRS	SLR	N H TRACTOR	2013/14	NEW HOLLAND TL70 TRACTOR	8	GROUPS DEPARTMENT	£40,000\VEHICLE
3872	Y996RRS	SLR	N H TRACTOR	2013/14	NEW HOLLAND TL70 TRACTOR	8	GROUPS DEPARTMENT	£40,000\VEHICLE
3873	Y997RRS	SLR	N H TRACTOR	2013/14	NEW HOLLAND TL70 TRACTOR	8	GROUPS DEPARTMENT	£40,000\VEHICLE
4475	SN06APU	NCM	SWEEPER 1200	2013/14	HAKO CITYMASTER 1200 SWEEPER	5	SWEEPING	£35,000\VEHICLE
4476	SN06APV	NCM	SWEEPER 1200	2013/14	HAKO CITYMASTER 1200 SWEEPER	5	SWEEPING	£35,000\VEHICLE
G0070		XXM	RIDE ON 3 GANG	2013/14	RANSOMES 5/7 RIDE ON MOWER	5	GROUPS DEPARTMENT	£30,000\PLANT
G0141		XXM	RIDE ON 3 GANG	2013/14	RANSOMES 5/7 RIDE ON MOWER	5	GROUPS DEPARTMENT	£30,000\PLANT
4240	SN54GTY	TFM	FLAIL MOWER	2013/14	AMAZONE PROFHOPPER MOWER	5	GROUPS DEPARTMENT	£26,000\VEHICLE
LLL		TFM	FLAIL MOWER	2013/14	AMAZONE PROFHOPPER MOWER	5	ADVENTURE ABERDEEN	£26,000\VEHICLE
3835	W453OSA	CSL	SIDELoader	2013/14	LDV CONVOY 3.5T SIDE LOADER	5	SWEEPING	£26,000\VEHICLE
3839	W458OSA	CSL	SIDELoader	2013/14	LDV CONVOY 3.5T SIDE LOADER	5	SWEEPING	£26,000\VEHICLE
3973	SV02FCO	CSL	SIDELoader	2013/14	LDV CONVOY 3.5T SIDE LOADER	5	SWEEPING	£26,000\VEHICLE
4050	SV52XSB	CSL	SIDELoader	2013/14	LDV CONVOY 3.5T SIDE LOADER	5	SWEEPING	£26,000\VEHICLE
4051	SV52XSA	CSL	SIDELoader	2013/14	LDV CONVOY 3.5T SIDE LOADER	5	SWEEPING	£26,000\VEHICLE
3012	LD02NRY	GMB	MINI BUS 12- 17 SE	2013/14	CITROEN RELAY 17S MINI BUS	5	HAZLEWOOD SCHOOL	£25,000\VEHICLE
3016	R42ALS	GMB	MINI BUS 12- 17 SE	2013/14	FORD TRANSIT 14S MINI BUS	5	TILLY YOUTH PROJECT	£25,000\VEHICLE
4820	SV52XET	GMB	MINI BUS 12- 17 SE	2013/14	FORD TRANSIT 17S MINIBUS	5	GARTHDEE SKI CENTRE	£25,000\VEHICLE
4124	SF03AOL	XXM	RIDE ON 3 GANG	2013/14	JOHN DEERE 900 TRIPPLE MOWER	5	GROUPS DEPARTMENT	£25,000\VEHICLE
3989	SV02FCM	GMB	MINI BUS 12- 17 SE	2013/14	LDV 17S MINI BUS	5	SOCIAL WORK TPORT	£25,000\VEHICLE
3990	SV02FCL	GMB	MINI BUS 12- 17 SE	2013/14	LDV 17S MINI BUS	5	SOCIAL WORK TPORT	£25,000\VEHICLE
3992	SV02FCJ	GMB	MINI BUS 12- 17 SE	2013/14	LDV 17S MINI BUS	5	SOCIAL WORK TPORT	£25,000\VEHICLE
3993	SV02JZT	GMB	MINI BUS 12- 17 SE	2013/14	LDV 17S MINI BUS	5	SOCIAL WORK TPORT	£25,000\VEHICLE
3994	SV02JZU	GMB	MINI BUS 12- 17 SE	2013/14	LDV 17S MINI BUS	5	SOCIAL WORK TPORT	£25,000\VEHICLE
3995	SV02JZW	GMB	MINI BUS 12- 17 SE	2013/14	LDV 17S MINI BUS	5	SOCIAL WORK TPORT	£25,000\VEHICLE
4022	SV02EFX	GMB	MINI BUS 12- 17 SE	2013/14	LDV 17S MINI BUS	5	FACILITIES	£25,000\VEHICLE
4097	SV52YEX	GMB	MINI BUS 12- 17 SE	2013/14	LDV 17S MINI BUS	5	CORDYCE SCHOOL	£25,000\VEHICLE
7005	SV51BYN	GMB	MINI BUS 12- 17 SE	2013/14	LDV 17S MINI BUS	5	EDUCATION	£25,000\VEHICLE
M3021	SV02EFP	GMB	MINI BUS 12- 17 SE	2013/14	LDV 17S MINI BUS	5	S.A.M.H.	£25,000\VEHICLE
4251	SF05LGL	XXM	RIDE ON 3 GANG	2013/14	RANSOMES HIGHWAY 2130 4WD TRIP	5	GROUPS DEPARTMENT	£25,000\VEHICLE
4450	SF55WDY	XXM	RIDE ON 3 GANG	2013/14	RANSOMES HIGHWAY 2130 4WD TRIP	5	GROUPS DEPARTMENT	£25,000\VEHICLE
4451	SF55WEA	XXM	RIDE ON 3 GANG	2013/14	RANSOMES HIGHWAY 2130 4WD TRIP	5	GROUPS DEPARTMENT	£25,000\VEHICLE
4452	SF55WDZ	XXM	RIDE ON 3 GANG	2013/14	RANSOMES HIGHWAY 2130 4WD TRIP	5	GROUPS DEPARTMENT	£25,000\VEHICLE
4653		JMD	MINI DIGGER	2013/14	JCB 8018 TRACKED MINI DIGGER	5	GROUPS DEPARTMENT	£22,000\PLANT
2317		TDG	DEMOUNT	2013/14	WHALE BLAZER 5CU,M DEMOUNTABLE	7	ROADS DEPT TULLOS	£22,000\PLANT
2964		TDG	DEMOUNT	2013/14	WHALE BLAZER 5CU,M DEMOUNTABLE	7	ROADS DEPT TULLOS	£22,000\PLANT
3804	W79GSO	CLT	TIPPER LWB 3.5T CR	2013/14	LDV CONVOY 3.5T C/C TIPPER	5	GROUPS DEPARTMENT	£21,000\VEHICLE
3805	W87GSO	CLT	TIPPER LWB 3.5T CR	2013/14	LDV CONVOY 3.5T C/C TIPPER	5	GROUPS DEPARTMENT	£21,000\VEHICLE
3806	W89GSO	CLT	TIPPER LWB 3.5T CR	2013/14	LDV CONVOY 3.5T C/C TIPPER	5	GROUPS DEPARTMENT	£21,000\VEHICLE

FLEET REPLACEMENT PROGRAMME

2013-14

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost\ V Or P
3849	Y176RSA	CLT	TIPPER LWB 3.5T CR	2013/14	LDV CONVOY 3.5T C/C TIPPER	5	5 GROUNDS DEPARTMENT	£21,000\VEHICLE
3970	SV02EFL	CLT	TIPPER LWB 3.5T CR	2013/14	LDV CONVOY 3.5T C/C TIPPER	5	5 GROUNDS DEPARTMENT	£21,000\VEHICLE
3971	SV02FCN	CLT	TIPPER LWB 3.5T CR	2013/14	LDV CONVOY 3.5T C/C TIPPER	5	5 GROUNDS DEPARTMENT	£21,000\VEHICLE
4084	SV52XRW	CLT	TIPPER LWB 3.5T CR	2013/14	LDV CONVOY 3.5T C/C TIPPER	5	5 ROADS DEPT TULLOS	£21,000\VEHICLE
3972	SV02EFN	CMT	TIPPER MWB 3.5T ST	2013/14	LDV CONVOY 3.5T D/C TIPPER	5	5 GROUNDS DEPARTMENT	£21,000\VEHICLE
3974	SV02EFM	CMT	TIPPER MWB 3.5T ST	2013/14	LDV CONVOY 3.5T D/C TIPPER	5	5 ROADS DEPT BUCKSBURN	£21,000\VEHICLE
4058	SV52YRN	CMT	TIPPER MWB 3.5T ST	2013/14	LDV CONVOY 3.5T D/C TIPPER	5	5 GROUNDS DEPARTMENT	£21,000\VEHICLE
4096	SV52YEK	CMT	TIPPER MWB 3.5T ST	2013/14	LDV CONVOY 3.5T D/C TIPPER	5	5 GROUNDS DEPARTMENT	£21,000\VEHICLE
4094	SP52YYS	CMD	FLAT BED MWB	2013/14	FORD TRANSIT 350 MWB DROPSIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
4007	SV02FVO	SMT	MINI TRACTOR	2013/14	KUBOTA B2410 MINI TRACTOR	8	5 GROUNDS DEPARTMENT	£20,000\VEHICLE
3332	K540HRS	SMT	MINI TRACTOR	2013/14	KUBOTA STA30 MINI TRACTOR	8	8 EDUCATION	£20,000\VEHICLE
3809	W413GSS	CLD	F/BED LWB 3.5T CRE	2013/14	LDV CONVOY 3.5T C/C DROP SIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
3816	W415GSS	CLD	F/BED LWB 3.5T CRE	2013/14	LDV CONVOY 3.5T C/C DROP SIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
3808	W417GSS	CMD	FLAT BED MWB	2013/14	LDV CONVOY 3.5T DROP SIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
3810	W418GSS	CMD	FLAT BED MWB	2013/14	LDV CONVOY 3.5T DROP SIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
3812	W419GSS	CMD	FLAT BED MWB	2013/14	LDV CONVOY 3.5T DROP SIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
3814	W422GSS	CMD	FLAT BED MWB	2013/14	LDV CONVOY 3.5T DROP SIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
3815	W423GSS	CMD	FLAT BED MWB	2013/14	LDV CONVOY 3.5T DROP SIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
3862	Y169RSA	CMD	FLAT BED MWB	2013/14	LDV CONVOY 3.5T DROP SIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
3863	Y174RSA	CMD	FLAT BED MWB	2013/14	LDV CONVOY 3.5T DROP SIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
3864	Y172RSA	CMD	FLAT BED MWB	2013/14	LDV CONVOY 3.5T DROP SIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
3865	Y171RSA	CMD	FLAT BED MWB	2013/14	LDV CONVOY 3.5T DROP SIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
3866	Y173RSA	CMD	FLAT BED MWB	2013/14	LDV CONVOY 3.5T DROP SIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
4059	SV52YEJ	CMD	FLAT BED MWB	2013/14	LDV CONVOY 3.5T DROP SIDE	5	5 SWEEPING	£20,000\VEHICLE
4083	SV52XRT	CMD	FLAT BED MWB	2013/14	LDV CONVOY 3.5T DROP SIDE	5	5 BUILDING SERVICES	£20,000\VEHICLE
4085	SV52YEL	CMD	FLAT BED MWB	2013/14	LDV CONVOY 3.5T DROP SIDE	5	5 ROADS DEPT TULLOS	£20,000\VEHICLE
4087	SV52TZO	WRR	ROAD ROLLER	2013/14	BOMAG 1.8T RIDE ON ROLLER	8	8 ROADS DEPT TULLOS	£19,000\VEHICLE
1057	SV07AZT	XVR	VIB ROLLER	2013/14	BOMAG BW80 ADH/2 VIBRATING ROL	5	5 ROADS DEPT BUCKSBURN	£18,000\VEHICLE
1162		XRM	RIDE ON 3 GANG	2013/14	JOHN DEERE X100 RIDE ON MOWER	5	5 GROUNDS DEPARTMENT	£18,000\PLANT
3894	Y441RSA	CHR	3.5T HR VAN	2013/14	LDV CONVOY 3.5T H/R VAN	5	5 BUILDING SERVICES	£18,000\VEHICLE
4086	SV52XRS	CHR	3.5T HR VAN	2013/14	LDV CONVOY 3.5T H/R VAN	5	5 BUILDING SERVICES	£18,000\VEHICLE
4102	SV52YRM	CHR	3.5T HR VAN	2013/14	LDV CONVOY 3.5T H/R VAN	5	5 BUILDING SERVICES	£18,000\VEHICLE
3979	SW02PSO	CLV	LUTON VAN	2013/14	LDV CONVOY 3.5T LUTON VAN	5	5 ART GALLERY	£18,000\VEHICLE
3860	Y168RSA	CSV	3.5T VAN	2013/14	LDV CONVOY 3.5T VAN	5	5 ROADS DEPT TULLOS	£18,000\VEHICLE
1078		TAM	MOWER	2013/14	TRIMAX PEGASUS ROTARY MOWER	3	3 GROUNDS DEPARTMENT	£18,000\PLANT
1080		TAM	MOWER	2013/14	TRIMAX PEGASUS ROTARY MOWER	3	3 GROUNDS DEPARTMENT	£18,000\PLANT
4092	SP52YVY	CDC	PICK UP 4X4 CREW C	2013/14	FORD RANGER DBL CAB PICK UP	5	5 GROUNDS DEPARTMENT	£16,000\VEHICLE
4093	SP52YR	CDC	PICK UP 4X4 CREW C	2013/14	FORD RANGER DBL CAB PICK UP	5	5 GROUNDS DEPARTMENT	£16,000\VEHICLE
4021	SP02HMJ	CSC	PICK UP 4X2 STD CA	2013/14	FORD RANGER STD CAB PICK UP	5	5 GROUNDS DEPARTMENT	£16,000\VEHICLE
4091	SP52YX	CSC	PICK UP 4X2 STD CA	2013/14	FORD RANGER STD CAB PICK UP	5	5 GROUNDS DEPARTMENT	£16,000\VEHICLE

FLEET REPLACEMENT PROGRAMME

2013-14

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
1079		XVT	TRIMMER	2013/14	BOMFORD B135 ARC VERGE TRIMMER	5	5 GROUNDS DEPARTMENT	£13,000\PLANT
4238		CBT	UTILITY TRUCK	2013/14	ERREPI BANTON TRUCK	5	5 GROUNDS DEPARTMENT	£12,000\PLANT
4427		CBT	UTILITY TRUCK	2013/14	JOHN DEERE GAITOR HPX 4WD TRUC	5	5 GROUNDS DEPARTMENT	£12,000\PLANT
4428		CBT	UTILITY TRUCK	2013/14	JOHN DEERE GAITOR HPX 4WD TRUC	5	5 GROUNDS DEPARTMENT	£12,000\PLANT
3980	WK02HSZ	BSV	VAN PAN 1.5-2.8T	2013/14	FORD ESCORT 1.5T VAN	5	5 ROADS DEPT BUCKSBURN	£11,000\VEHICLE
3981	SV02CWT	BSV	VAN PAN 1.5-2.8T	2013/14	FORD ESCORT 1.5T VAN	5	5 PROP&TECH ROADS	£11,000\VEHICLE
3982	WK02HUV	BSV	VAN PAN 1.5-2.8T	2013/14	FORD ESCORT 1.5T VAN	5	5 ROADS DEPT TULLOS	£11,000\VEHICLE
3983	WK02HNZ	BSV	VAN PAN 1.5-2.8T	2013/14	FORD ESCORT 1.5T VAN	5	5 CAR PARKS	£11,000\VEHICLE
3984	WK02HPE	BSV	VAN PAN 1.5-2.8T	2013/14	FORD ESCORT 1.5T VAN	5	5 PROP&TECH ROADS	£11,000\VEHICLE
3985	WK02HPO	BSV	VAN PAN 1.5-2.8T	2013/14	FORD ESCORT 1.5T VAN	5	5 PROP&TECH ROADS	£11,000\VEHICLE
3986	WK02HNF	BSV	VAN PAN 1.5-2.8T	2013/14	FORD ESCORT 1.5T VAN	5	5 PROP&TECH ROADS	£11,000\VEHICLE
3987	WK02HTE	BSV	VAN PAN 1.5-2.8T	2013/14	FORD ESCORT 1.5T VAN	5	5 PROP&TECH ROADS	£11,000\VEHICLE
3988	SP02HXR	BSV	VAN PAN 1.5-2.8T	2013/14	FORD ESCORT 1.5T VAN	5	5 PROP&TECH ROADS	£11,000\VEHICLE
4024	WK02HUU	BSV	VAN PAN 1.5-2.8T	2013/14	FORD ESCORT 1.5T VAN	5	5 PROP&TECH ROADS	£11,000\VEHICLE
4025	WK02HSE	BSV	VAN PAN 1.5-2.8T	2013/14	FORD ESCORT 1.5T VAN	5	5 IT	£11,000\VEHICLE
3859	X133NSS	BSV	VAN PAN 1.5-2.8T	2013/14	LDV PILOT 2.2T VAN	5	5 BUILDING SERVICES	£11,000\VEHICLE
3868	Y83RRS	BSV	VAN PAN 1.5-2.8T	2013/14	LDV PILOT 2.2T VAN	5	5 BUILDING SERVICES	£11,000\VEHICLE
3869	Y82RRS	BSV	VAN PAN 1.5-2.8T	2013/14	LDV PILOT 2.2T VAN	5	5 BUILDING SERVICES	£11,000\VEHICLE
4027	SV02FCD	BSV	VAN PAN 1.5-2.8T	2013/14	LDV PILOT 2.2T VAN	5	5 BUILDING SERVICES	£11,000\VEHICLE
4028	SV02FCG	BSV	VAN PAN 1.5-2.8T	2013/14	LDV PILOT 2.2T VAN	5	5 BUILDING SERVICES	£11,000\VEHICLE
4056	SV52WFG	BSV	VAN PAN 1.5-2.8T	2013/14	SEAT INCA 1.9T VAN	5	5 PROP&TECH ROADS	£11,000\VEHICLE
4057	SV52WGD	BSV	VAN PAN 1.5-2.8T	2013/14	SEAT INCA 1.9T VAN	5	5 CAR PARKS	£11,000\VEHICLE
4075	SV52XDG	BSV	VAN PAN 1.5-2.8T	2013/14	SEAT INCA 1.9T VAN	5	5 SOCIAL WORK TPORT	£11,000\VEHICLE
4077	SV52XDR	BSV	VAN PAN 1.5-2.8T	2013/14	SEAT INCA 1.9T VAN	5	5 ART GALLERY	£11,000\VEHICLE
3556		TAA	TRAILER	2013/14	FRASER 1.5T TRAILER	8	8 GROUNDS DEPARTMENT	£8,000\PLANT
1002		TAA	TRAILER	2013/14	FRASER F30 TRAILER	8	8 GROUNDS DEPARTMENT	£8,000\PLANT
1012		TAA	TRAILER	2013/14	FRASER F30 TRAILER	8	8 GROUNDS DEPARTMENT	£8,000\PLANT
1142		TAA	TRAILER	2013/14	FRASER F30 TRAILER	5	5 GROUNDS DEPARTMENT	£8,000\PLANT
1143		TAA	TRAILER	2013/14	FRASER F30 TRAILER	5	5 GROUNDS DEPARTMENT	£8,000\PLANT
1144		TAA	TRAILER	2013/14	FRASER F30 TRAILER	5	5 GROUNDS DEPARTMENT	£8,000\PLANT
3505		TAA	TRAILER	2013/14	MARSHALL MB14 14T TRAILER	8	8 ENVIRONMENT SERVICE	£8,000\PLANT
3506		TAA	TRAILER	2013/14	MARSHALL MB14 14T TRAILER	8	8 ENVIRONMENT SERVICE	£8,000\PLANT
3272		TAA	TRAILER	2013/14	MARSHALL S45 4.5T TRAILER	8	8 ARTS AND RECREATION	£8,000\PLANT
3336		TAA	TRAILER	2013/14	MARSHALL S45 4.5T TRAILER	8	8 GROUNDS DEPARTMENT	£8,000\PLANT
3476		TAA	TRAILER	2013/14	MARSHALL S45 4.5T TRAILER	8	8 GROUNDS DEPARTMENT	£8,000\PLANT
3827		TAA	TRAILER	2013/14	MARSHALL S45 4.5T TRAILER	5	5 GROUNDS DEPARTMENT	£8,000\PLANT
3962		TAA	TRAILER	2013/14	MARSHALL S45 4.5T TRAILER	8	8 GROUNDS DEPARTMENT	£8,000\PLANT
2368	FSA937V	TAA	TRAILER	2013/14	IFOR WILLIAMS TRAILER	5	5 ROADS DEPT TULLOS	£4,500\VEHICLE
3916	W509BJW	TAA	TRAILER	2013/14	IFOR WILLIAMS TRAILER	5	5 ROADS DEPT BUCKSBURN	£4,500\VEHICLE
3949	KM51BWN	TAA	TRAILER	2013/14	IFOR WILLIAMS TRAILER	5	5 SWEEPING	£4,500\VEHICLE

FLEET REPLACEMENT PROGRAMME

2013-14

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
7073	G856VSE	TAA	TRAILER	2013/14	IFOR WILLIAMS TRAILER	5	EDUCATION	£4,500 VEHICLE
M0305	N742VFL	TAA	TRAILER	2013/14	IFOR WILLIAMS TRAILER	5	A.R.I. GRITTER	£4,500 VEHICLE
M7009	GN59BZA	TAA	TRAILER	2013/14	IFOR WILLIAMS TRAILER	5	A.R.I. GRITTER	£4,500 VEHICLE
								£5,392,000

FLEET REPLACEMENT PROGRAMME

2014-15

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost v Or P
4189	SV04AUF	KRV	RCV 23T 6X2	2014/15	MERCEDES ECONIC 23T 6X2 RCV	7	ENVIRONMENT SERVICE	£135,000 VEHICLE
4190	SV04AUH	KRV	RCV 23T 6X2	2014/15	MERCEDES ECONIC 23T 6X2 RCV	7	ENVIRONMENT SERVICE	£135,000 VEHICLE
3870	Y506FFV	WTM	16t ROAD PAVER	2014/15	BARBER GREEN	10	ROADS DEPT TULLOS	£130,000 VEHICLE
4080	SV53BBO	PRV	12-18 TON REF VEH	2014/15	DAF LF 65 220 18T RCV	7	ENVIRONMENT SERVICE	£120,000 VEHICLE
4082	SV53BBN	PRV	12-18 TON REF VEH	2014/15	DAF LF 65 220 18T RCV	7	ENVIRONMENT SERVICE	£120,000 VEHICLE
4550	VU07JVD	PMR	RCV 18T 4X2	2014/15	DENNIS EAGLE ELITE2 18T RCV	7	ENVIRONMENT SERVICE	£120,000 VEHICLE
4551	VU07JVA	PMR	RCV 18T 4X2	2014/15	DENNIS EAGLE ELITE2 18T RCV	7	ENVIRONMENT SERVICE	£120,000 VEHICLE
4552	VU07JVC	PMR	RCV 18T 4X2	2014/15	DENNIS EAGLE ELITE2 18T RCV	7	ENVIRONMENT SERVICE	£120,000 VEHICLE
4698	SV58DKD	IRS	SWEEPER 15T 4X2	2014/15	DAF LF55 220 15T ROAD SWEEPER	7	SWEEPING	£115,000 VEHICLE
4699	SV58DKE	IRS	SWEEPER 15T 4X2	2014/15	DAF LF55 220 15T ROAD SWEEPER	7	SWEEPING	£115,000 VEHICLE
4700	SV58DKF	IRS	SWEEPER 15T 4X2	2014/15	DAF LF55 220 15T ROAD SWEEPER	7	SWEEPING	£115,000 VEHICLE
4062	SV03ENC	OGE	GULLY EMPTIER 18T	2014/15	DAF LF55 220 18T GULLY EMPTIER	7	ROADS DEPT TULLOS	£110,000 VEHICLE
885	D952TTL	WAC	ASPHALT CUTTER	2014/15	AVELING BARFORD ASPHALT CUTTER	10	ROADS DEPT TULLOS	£100,000 VEHICLE
4555	SV07DKY	EWL	WHITELINER 7.5-18T	2014/15	DAF LF55 220 18T SPRINGWOOD WH	7	ROADS DEPT SIGNS	£80,000 VEHICLE
4136	MX53SKZ	HWB	WELFARE BUS	2014/15	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000 VEHICLE
4138	MX53SPV	HWB	WELFARE BUS	2014/15	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000 VEHICLE
4141	MX53UOG	HWB	WELFARE BUS	2014/15	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000 VEHICLE
4143	MX53UOF	HWB	WELFARE BUS	2014/15	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000 VEHICLE
4144	MD53VAX	HWB	WELFARE BUS	2014/15	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000 VEHICLE
4145	MD53VAV	HWB	WELFARE BUS	2014/15	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000 VEHICLE
4160	SV04AHE	ETT	TIPPER 18T 4X2	2014/15	DAF LF55 220 18T 3 WAY TIPPER	7	ROADS DEPT BUCKSBURN	£60,000 VEHICLE
4114	SV03ENE	ETT	TIPPER 18T 4X2	2014/15	FODEN 18T 3WAY TIPPER	7	ROADS DEPT TULLOS	£60,000 VEHICLE
4115	SV03ENF	ETT	TIPPER 18T 4X2	2014/15	FODEN 18T 3WAY TIPPER	7	ROADS DEPT TULLOS	£60,000 VEHICLE
4215	SR03LDA	EDB	DISPLAY BUS	2014/15	IVECO 100E 18/P 10T DISPLAY BU	7	ENVIRONMENT SERVICE	£60,000 VEHICLE
4812	SF54BYT	LSG	GRITTER	2014/15	VOLVO FL6E 4X2 GRITTER	2	ROADS DEPT TULLOS	£60,000 VEHICLE
4813	SF54BYU	LSG	GRITTER	2014/15	VOLVO FL6E 4X2 GRITTER	2	ROADS DEPT TULLOS	£60,000 VEHICLE
3919	RG0	ALP	LIMO	2014/15	BMW LIMO	5	LORD PROVOST	£50,000 VEHICLE
4543	SV57BUA	EST	12T TIPPER	2014/15	IVECO EUROCARGO 12E 18K 12T TI	7	ROADS DEPT TULLOS	£50,000 VEHICLE
4119	SV03EMK	CTW	TOWER WAGON	2014/15	LDV CONVOY 3.5T TOWER WAGON	5	ROADS DEPT LIGHTING	£45,000 VEHICLE
4120	SV03EMX	CTW	TOWER WAGON	2014/15	LDV CONVOY 3.5T TOWER WAGON	5	ROADS DEPT LIGHTING	£45,000 VEHICLE
4166	SV53GPF	DSV	7.5T BOX VAN	2014/15	DAF LF45 150 7.5T VAN	7	FACILITIES	£40,000 VEHICLE
4544	SV07ENU	DLD	7.5 LWB DROPSIDE	2014/15	IVECO EUROCARGO 75E 16S 7.5T L	7	BUILDING SERVICES	£40,000 VEHICLE
4545	SV07ENY	DLD	7.5 LWB DROPSIDE	2014/15	IVECO EUROCARGO 75E 16S 7.5T L	7	BUILDING SERVICES	£40,000 VEHICLE
4168	SV53EWU	DLT	7.5 TIPPER	2014/15	IVECO EUROCARGO 75E/YK 7.5T TI	7	TREE SQUAD	£40,000 VEHICLE
4169	SV53GPF	DLT	7.5 TIPPER	2014/15	IVECO EUROCARGO 75E/YK 7.5T TI	7	ROADS DEPT TULLOS	£40,000 VEHICLE
3954	SV02DNE	SLR	N H TRACTOR	2014/15	NEW HOLLAND TC27D TRACTOR	8	GROUPS DEPARTMENT	£40,000 VEHICLE
3950	SV02DMZ	SLR	N H TRACTOR	2014/15	NEW HOLLAND TL70 TRACTOR	8	GROUPS DEPARTMENT	£40,000 VEHICLE
3951	SV02DMY	SLR	N H TRACTOR	2014/15	NEW HOLLAND TL70 TRACTOR	8	GROUPS DEPARTMENT	£40,000 VEHICLE
3953	SV02DND	SLR	N H TRACTOR	2014/15	NEW HOLLAND TL70 TRACTOR	8	GROUPS DEPARTMENT	£40,000 VEHICLE
4486	SV06CZO	SLR	N H TRACTOR	2014/15	NEW HOLLAND TL70 TRACTOR	8	GROUPS DEPARTMENT	£40,000 VEHICLE

FLEET REPLACEMENT PROGRAMME

2014-15

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
4487	SV06CZP	SLR	N H TRACTOR	2014/15	NEW HOLLAND TL70 TRACTOR	8	8 GROUNDS DEPARTMENT	£40,000 VEHICLE
3952	SV02DNF	SLR	N H TRACTOR	2014/15	NEW HOLLAND TL80 TRACTOR	8	8 GROUNDS DEPARTMENT	£40,000 VEHICLE
4560	SV03EWP	SLR	N H TRACTOR	2014/15	NEW HOLLAND TM130 TRACTOR	8	8 ENVIRONMENT SERVICE	£40,000 VEHICLE
G3016		SRM	RIDE ON 3 GANG	2014/15	RANSOMES 5/7 RIDE ON MOWER	5	5 GROUNDS DEPARTMENT	£30,000 PLANT
G6158		SRM	RIDE ON 3 GANG	2014/15	RANSOMES 5/7 RIDE ON MOWER	5	5 GROUNDS DEPARTMENT	£30,000 PLANT
G6159		SRM	RIDE ON 3 GANG	2014/15	RANSOMES 5/7 RIDE ON MOWER	5	5 GROUNDS DEPARTMENT	£30,000 PLANT
4187	SV53GVA	GMB	MINI BUS 12- 17 SE	2014/15	FORD TRANSIT 17S MINIBUS	5	5 CORDYCE SCHOOL	£25,000 VEHICLE
M7055	SP03JPY	GMB	MINI BUS 12- 17 SE	2014/15	FORD TRANSIT 17S MINIBUS	5	5 LADS CLUB	£25,000 VEHICLE
4675	SP58UFD	GMB	MINI BUS 12- 17 SE	2014/15	FORD TRANSIT 17S MINIBUS	5	5 EDUCATION	£25,000 VEHICLE
4688	SP58VWX	GMB	MINI BUS 12- 17 SE	2014/15	FORD TRANSIT 17S MINIBUS	5	5 EDUCATION	£25,000 VEHICLE
7123	SP59UTE	GMB	MINI BUS 12- 17 SE	2014/15	FORD TRANSIT 17S MINIBUS	5	5 GRAMMER SCHOOL	£25,000 VEHICLE
4484	SN06AVX	SRM	RIDE ON 3 GANG	2014/15	GRILLO FD1500 MOWER	5	5 GROUNDS DEPARTMENT	£25,000 VEHICLE
4485	SN06AVY	SRM	RIDE ON 3 GANG	2014/15	GRILLO FD1500 MOWER	5	5 GROUNDS DEPARTMENT	£25,000 VEHICLE
4477	SN06EXS	SRM	RIDE ON 3 GANG	2014/15	HAYTER BEAVER LT324 TRIPLE MOW	5	5 GROUNDS DEPARTMENT	£25,000 VEHICLE
7006	GX03NWX	GMB	MINI BUS 12- 17 SE	2014/15	LDV 17S MINI BUS	5	5 EDUCATION	£25,000 VEHICLE
7066	CN54TXM	GMB	MINI BUS 12- 17 SE	2014/15	LDV 17S MINI BUS	5	5 TORRY ACADEMY	£25,000 VEHICLE
7070	SV03HPC	GMB	MINI BUS 12- 17 SE	2014/15	LDV 17S MINI BUS	5	5 KAIMHILL COMM CENTRE	£25,000 VEHICLE
4504	SP56PWJ	SRM	RIDE ON 3 GANG	2014/15	RANSOMES HIGHWAY 2130 4WD TRIP	5	5 GROUNDS DEPARTMENT	£25,000 VEHICLE
4505	SP56PWK	SRM	RIDE ON 3 GANG	2014/15	RANSOMES HIGHWAY 2130 4WD TRIP	5	5 GROUNDS DEPARTMENT	£25,000 VEHICLE
4626	SP08PVV	SRM	RIDE ON 3 GANG	2014/15	RANSOMES HIGHWAY 2130 4WD TRIP	5	5 GROUNDS DEPARTMENT	£25,000 VEHICLE
4627	SP08PVU	SRM	RIDE ON 3 GANG	2014/15	RANSOMES HIGHWAY 2130 4WD TRIP	5	5 GROUNDS DEPARTMENT	£25,000 VEHICLE
4628	SP08PVT	SRM	RIDE ON 3 GANG	2014/15	RANSOMES HIGHWAY 2130 4WD TRIP	5	5 GROUNDS DEPARTMENT	£25,000 VEHICLE
2965		TDG	DEMOUNT	2014/15	ECON DEMOUNTABLE GRITTER	7	7 ROADS DEPT BUCKSBURN	£22,000 PLANT
4107	SV03CVG	JSM	SITE MASTER	2014/15	JCB 3CX SITE MASTER	5	5 GROUNDS DEPARTMENT	£22,000 PLANT
2966		TDG	DEMOUNT	2014/15	NIDO 4CU DEMOUNTABLE GRITTER	7	7 ROADS DEPT TULLOS	£22,000 PLANT
4661	SP58VNO	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 SWEEPING	£21,000 VEHICLE
4664	SP58VNM	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 SWEEPING	£21,000 VEHICLE
4670	SP58VWO	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 GROUNDS DEPARTMENT	£21,000 VEHICLE
4671	SP58VWN	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 ROADS DEPT BUCKSBURN	£21,000 VEHICLE
4672	SP58VWR	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 GROUNDS DEPARTMENT	£21,000 VEHICLE
4673	SP58VWN	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 ROADS DEPT BUCKSBURN	£21,000 VEHICLE
4676	SP58VWM	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 GROUNDS DEPARTMENT	£21,000 VEHICLE
4682	SP58WJX	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 GROUNDS DEPARTMENT	£21,000 VEHICLE
4683	SP58XDO	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 ROADS DEPT TULLOS	£21,000 VEHICLE
4684	SP58XDR	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 ROADS DEPT TULLOS	£21,000 VEHICLE
4685	SP58WJV	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 ROADS DEPT TULLOS	£21,000 VEHICLE
4689	SP58WJY	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 ROADS DEPT TULLOS	£21,000 VEHICLE
4690	SP58XDG	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 SOCIAL WORK TPORT	£21,000 VEHICLE
4691	SP58WJZ	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 GROUNDS DEPARTMENT	£21,000 VEHICLE
4696	SP58YJO	CLT	TIPPER LWB 3.5T CR	2014/15	FORD TRANSIT 350 LWB C/CAB TIP	5	5 GROUNDS DEPARTMENT	£21,000 VEHICLE

FLEET REPLACEMENT PROGRAMME

2014-15

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
4195	SV53GZF	CLT	TIPPER LWB 3.5T CR	2014/15	LDV CONVOY 3.5T C/C TIPPER	5	SWEEPING	£21,000 VEHICLE
4737	ST09FMX	CLD	F/BED LWB 3.5T CRE	2014/15	FORD TRANSIT 350 LWB DROPSIDE	5	BUILDING SERVICES	£20,000 VEHICLE
4668	SP58VNK	CMD	FLAT BED MWB	2014/15	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000 VEHICLE
4669	SP58VNJ	CMD	FLAT BED MWB	2014/15	FORD TRANSIT 350 MWB DROPSIDE	5	ROADS DEPT TULLOS	£20,000 VEHICLE
4677	SP58VNL	CMD	FLAT BED MWB	2014/15	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000 VEHICLE
4506	SF56OLV	SMT	MINI TRACTOR	2014/15	ISEKI MINI TRACTOR	8	ROADS DEPT BUCKSBURN	£20,000 VEHICLE
4507	SF56OLT	SMT	MINI TRACTOR	2014/15	ISEKI MINI TRACTOR	8	ROADS DEPT BUCKSBURN	£20,000 VEHICLE
4508	SF56OLU	SMT	MINI TRACTOR	2014/15	ISEKI MINI TRACTOR	8	ROADS DEPT TULLOS	£20,000 VEHICLE
4509	SF56OBV	SMT	MINI TRACTOR	2014/15	ISEKI MINI TRACTOR	8	ROADS DEPT TULLOS	£20,000 VEHICLE
4510	SF56PVY	SMT	MINI TRACTOR	2014/15	ISEKI MINI TRACTOR	8	ROADS DEPT TULLOS	£20,000 VEHICLE
4511	SF56PWX	SMT	MINI TRACTOR	2014/15	ISEKI MINI TRACTOR	8	ROADS DEPT TULLOS	£20,000 VEHICLE
4463	SV06BFO	SMT	MINI TRACTOR	2014/15	KUBOTA 2110 HDB MINI TRACTOR	8	GROUPS DEPARTMENT	£20,000 VEHICLE
4154	SV53CWM	SMT	MINI TRACTOR	2014/15	KUBOTA B2410 MINI TRACTOR	8	ROADS DEPT TULLOS	£20,000 VEHICLE
4155	SV53FBD	SMT	MINI TRACTOR	2014/15	KUBOTA B2410 MINI TRACTOR	8	ROADS DEPT TULLOS	£20,000 VEHICLE
4156	SV53CWN	SMT	MINI TRACTOR	2014/15	KUBOTA B2410 MINI TRACTOR	8	ROADS DEPT BUCKSBURN	£20,000 VEHICLE
4479	SV06BFK	SMT	MINI TRACTOR	2014/15	KUBOTA B2410 MINI TRACTOR	8	ROADS DEPT TULLOS	£20,000 VEHICLE
4480	SV06BFJ	SMT	MINI TRACTOR	2014/15	KUBOTA B2410 MINI TRACTOR	8	ROADS DEPT TULLOS	£20,000 VEHICLE
4481	SV06BFL	SMT	MINI TRACTOR	2014/15	KUBOTA B2410 MINI TRACTOR	8	ROADS DEPT TULLOS	£20,000 VEHICLE
4482	SV06BFM	SMT	MINI TRACTOR	2014/15	KUBOTA B2410 MINI TRACTOR	8	ROADS DEPT BUCKSBURN	£20,000 VEHICLE
4175	SV53FNJ	SMT	MINI TRACTOR	2014/15	KUBOTA B2530 MINI TRACTOR	8	GROUPS DEPARTMENT	£20,000 VEHICLE
4172	SV53GUO	CLD	F/BED LWB 3.5T CRE	2014/15	LDV CONVOY 3.5T C/C DROP SIDE	5	GROUPS DEPARTMENT	£20,000 VEHICLE
4173	SV53GZG	CLD	F/BED LWB 3.5T CRE	2014/15	LDV CONVOY 3.5T C/C DROP SIDE	5	GROUPS DEPARTMENT	£20,000 VEHICLE
4139	SV53CVO	XVR	VIB ROLLER	2014/15	BOMAG BW100 ADM/2 VIBRATING RO	5	ROADS DEPT TULLOS	£18,000 VEHICLE
4196	SV53GZE	CHR	3.5T HR VAN	2014/15	LDV CONVOY 3.5T H/R VAN	5	ROADS DEPT TULLOS	£18,000 VEHICLE
4162	SV53FZU	CLV	LUTON VAN	2014/15	LDV CONVOY 3.5T LUTON VAN	5	BUILDING SERVICES	£18,000 VEHICLE
4165	SV53FZT	CLV	LUTON VAN	2014/15	LDV CONVOY 3.5T LUTON VAN	5	ENVIRONMENT SERVICE	£18,000 VEHICLE
4104	SV03APK	CSV	3.5T VAN	2014/15	LDV CONVOY 3.5T VAN	5	A LEISURE CATERING	£18,000 VEHICLE
4184	SV53GUH	CSV	3.5T VAN	2014/15	LDV CONVOY 3.5T VAN	5	BUILDING SERVICES	£18,000 VEHICLE
4185	SV53GUG	CSV	3.5T VAN	2014/15	LDV CONVOY 3.5T VAN	5	OCCUPATIONAL THERAPY	£18,000 VEHICLE
4188	SV53GXY	CHR	3.5T HR VAN	2014/15	LDV CONVOY H/R DUEL FUEL VAN	5	BUILDING SERVICES	£18,000 VEHICLE
4600	SV08DKJ	CHR	3.5T HR VAN	2014/15	LDV MAXUS 3.5T H/R VAN	5	SOCIAL WORK TPORT	£18,000 VEHICLE
4601	SV08DKK	CHR	3.5T HR VAN	2014/15	LDV MAXUS 3.5T H/R VAN	5	GROUPS DEPARTMENT	£18,000 VEHICLE
4602	SV08DKL	CHR	3.5T HR VAN	2014/15	LDV MAXUS 3.5T H/R VAN	5	GROUPS DEPARTMENT	£18,000 VEHICLE
4603	SV08DKN	CHR	3.5T HR VAN	2014/15	LDV MAXUS 3.5T H/R VAN	5	GROUPS DEPARTMENT	£18,000 VEHICLE
4604	SV08DKO	CHR	3.5T HR VAN	2014/15	LDV MAXUS 3.5T H/R VAN	5	GROUPS DEPARTMENT	£18,000 VEHICLE
4615	SV08DKF	CHR	3.5T HR VAN	2014/15	LDV MAXUS 3.5T H/R VAN	5	OCCUPATIONAL THERAPY	£18,000 VEHICLE
4736	SP09ZND	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4751	ST59OYU	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4752	ST59OYW	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4753	ST59OZD	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE

FLEET REPLACEMENT PROGRAMME

2014-15

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost v Or P
4754	ST59OYY	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4755	ST59NHL	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4756	ST59NHN	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4757	ST59OZB	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4769	ST59VUR	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4770	ST59VUK	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4771	ST59VUM	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4772	ST59VUU	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
1066		XPW	POWER WASHER	2014/15	2T TRAILER DJRT DRIVER POWER W	5	GROUPS DEPARTMENT	£13,000 PLANT
4711	SP09XFS	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	PROP&TECH ROADS	£11,000 VEHICLE
4712	SP09VYE	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	PROP&TECH ROADS	£11,000 VEHICLE
4713	SP09YVG	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	PROP&TECH ROADS	£11,000 VEHICLE
4716	SP09XWG	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	EW&CON PROTECTION	£11,000 VEHICLE
4717	SP09XFW	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	CAR PARKS	£11,000 VEHICLE
4718	SP09XEV	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	ROADS DEPT TULLOS	£11,000 VEHICLE
4719	SP09XFT	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	GROUPS DEPARTMENT	£11,000 VEHICLE
4720	SP09XFU	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	GROUPS DEPARTMENT	£11,000 VEHICLE
4725	SP09XFY	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	TREE SQUAD	£11,000 VEHICLE
4728	ST09BWH	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	GROUPS DEPARTMENT	£11,000 VEHICLE
4729	ST09BZM	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	GROUPS DEPARTMENT	£11,000 VEHICLE
4735	ST09GYD	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	GROUPS DEPARTMENT	£11,000 VEHICLE
4758	ST59NHX	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	ROADS DEPT TULLOS	£11,000 VEHICLE
4759	ST59TFZ	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	ROADS DEPT BUCKSBURN	£11,000 VEHICLE
4760	ST59TFK	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	ROADS DEPT TULLOS	£11,000 VEHICLE
4761	ST59TFV	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	ROADS DEPT TULLOS	£11,000 VEHICLE
4762	ST59TFU	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	ENVIRONMENT SERVICE	£11,000 VEHICLE
4764	ST59TFX	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4765	ST59UZJ	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4766	ST59UZK	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4767	ST59UZF	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4768	ST59UZL	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4773	ST59UZN	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4774	ST59UZP	BSV	VAN PAN 1.5-2.8T	2014/15	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4709	SP09VLO	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4710	SP09WUD	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	EW&CON PROTECTION	£11,000 VEHICLE
4732	ST09CKD	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4763	ST59VUO	BSV	VAN PAN 1.5-2.8T	2014/15	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4186	SV53GUU	BSV	VAN PAN 1.5-2.8T	2014/15	LDV PILOT 2.2T VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4192	SV53GXT	BSV	VAN PAN 1.5-2.8T	2014/15	LDV PILOT 2.2T VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4146	SH53WUV	BSV	VAN PAN 1.5-2.8T	2014/15	SEAT INCA 1.9T VAN	5	BUILDING SERVICES	£11,000 VEHICLE

FLEET REPLACEMENT PROGRAMME

2014-15

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
4147	SH53WUU	BSV	VAN PAN 1.5-2.8T	2014/15	SEAT INCA 1.9T VAN	5	CAR PARKS	£11,000 VEHICLE
4148	SH53WUW	BSV	VAN PAN 1.5-2.8T	2014/15	SEAT INCA 1.9T VAN	5	INFRA POLICY	£11,000 VEHICLE
4150	SH53WUX	BSV	VAN PAN 1.5-2.8T	2014/15	SEAT INCA 1.9T VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4151	SH53WUY	BSV	VAN PAN 1.5-2.8T	2014/15	SEAT INCA 1.9T VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4152	SD53FWB	BSV	VAN PAN 1.5-2.8T	2014/15	SEAT INCA 1.9T VAN	5	ENW&CON PROTECTION	£11,000 VEHICLE
4153	SD53FWU	BSV	VAN PAN 1.5-2.8T	2014/15	SEAT INCA 1.9T VAN	5	ENW&CON PROTECTION	£11,000 VEHICLE
								£5,235,000

FLEET REPLACEMENT PROGRAMME

2015-16

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
4619	VK08TZH	KRV	RCV 23T 6X2	2015/16	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000 VEHICLE
928	SV06DEU	WTM	16T ROAD PAVER	2015/16	BARBER GREEN	10	ROADS DEPT TULLOS	£130,000 VEHICLE
4632	VK08UBF	PMR	RCV 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T RCV	7	ENVIRONMENT SERVICE	£120,000 VEHICLE
4633	VK08UBG	PMR	RCV 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T RCV	7	ENVIRONMENT SERVICE	£120,000 VEHICLE
4634	VK08UBE	PMR	RCV 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T RCV	7	ENVIRONMENT SERVICE	£120,000 VEHICLE
4241	SV54FUM	PRV	12-18 TON REF VEH	2015/16	MERCEDES ECONIC 18T 4X2 RCV	7	ENVIRONMENT SERVICE	£120,000 VEHICLE
4242	SV54FUJ	PRV	12-18 TON REF VEH	2015/16	MERCEDES ECONIC 18T 4X2 RCV	7	ENVIRONMENT SERVICE	£120,000 VEHICLE
4243	SV54FUO	PRV	12-18 TON REF VEH	2015/16	MERCEDES ECONIC 18T 4X2 RCV	7	ENVIRONMENT SERVICE	£120,000 VEHICLE
4244	SV54FUT	PRV	12-18 TON REF VEH	2015/16	MERCEDES ECONIC 18T 4X2 RCV	7	ENVIRONMENT SERVICE	£120,000 VEHICLE
4631	VO08RUY	PKS	KERBSIDER 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T KERBSI	7	ENVIRONMENT SERVICE	£115,000 VEHICLE
4636	VO08RVC	PKS	KERBSIDER 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T KERBSI	7	ENVIRONMENT SERVICE	£115,000 VEHICLE
4637	VO08RVE	PKS	KERBSIDER 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T KERBSI	7	ENVIRONMENT SERVICE	£115,000 VEHICLE
4640	VO08RVA	PKS	KERBSIDER 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T KERBSI	7	ENVIRONMENT SERVICE	£115,000 VEHICLE
4641	VO08RVJ	PKS	KERBSIDER 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T KERBSI	7	ENVIRONMENT SERVICE	£115,000 VEHICLE
4642	VO08RVK	PKS	KERBSIDER 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T KERBSI	7	ENVIRONMENT SERVICE	£115,000 VEHICLE
4654	VO08RVF	PKS	KERBSIDER 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T KERBSI	7	ENVIRONMENT SERVICE	£115,000 VEHICLE
4655	VO08RVL	PKS	KERBSIDER 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T KERBSI	7	ENVIRONMENT SERVICE	£115,000 VEHICLE
4658	VK08UBH	PKS	KERBSIDER 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T KERBSI	7	ENVIRONMENT SERVICE	£115,000 VEHICLE
4659	VK08UBJ	PKS	KERBSIDER 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T KERBSI	7	ENVIRONMENT SERVICE	£115,000 VEHICLE
4660	VK08UBL	PKS	KERBSIDER 18T 4X2	2015/16	DENNIS EAGLE ELITE2 18T KERBSI	7	ENVIRONMENT SERVICE	£115,000 VEHICLE
4209	SV04AHF	OGF	GULLY EMPTIER 18T	2015/16	DAF LF55 220 18T GULLY EMPTIER	7	ROADS DEPT TULLOS	£110,000 VEHICLE
4434	SV05ERZ	EWL	WHITELINER 7.5-18T	2015/16	DAF LF45 130 7.5T WHITELINER	7	ROADS DEPT SIGNS	£80,000 VEHICLE
4440	SV05FHU	DAP	ACCESS PLATFORM	2015/16	DAF LF45 150 7.5T ACCESS PLATF	7	ROADS DEPT LIGHTING	£70,000 VEHICLE
4442	DK05EW	HWB	WELFARE BUS	2015/16	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000 VEHICLE
4443	DK55BJ	HWB	WELFARE BUS	2015/16	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000 VEHICLE
4444	DK55BLF	HWB	WELFARE BUS	2015/16	MERCEDES 614D 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000 VEHICLE
4703	YJ07EHY	HWB	WELFARE BUS	2015/16	OPTARE ALERO 16S WELFARE BUS	5	SOCIAL WORK TPORT	£63,000 VEHICLE
4638	AE08EBV	NSS	SWEEPER 250	2015/16	SCHMIDT SWINGO 250 COMPACT SWE	5	SWEEPING	£62,000 VEHICLE
4639	AE08EBX	NSS	SWEEPER 250	2015/16	SCHMIDT SWINGO 250 COMPACT SWE	5	SWEEPING	£62,000 VEHICLE
4656	AE08EBJ	NSS	SWEEPER 250	2015/16	SCHMIDT SWINGO 250 COMPACT SWE	5	SWEEPING	£62,000 VEHICLE
4657	AE08EBG	NSS	SWEEPER 250	2015/16	SCHMIDT SWINGO 250 COMPACT SWE	5	SWEEPING	£62,000 VEHICLE
4665	AE08EBC	NSS	SWEEPER 250	2015/16	SCHMIDT SWINGO 250 COMPACT SWE	5	SWEEPING	£62,000 VEHICLE
4666	AE08EBD	NSS	SWEEPER 250	2015/16	SCHMIDT SWINGO 250 COMPACT SWE	5	SWEEPING	£62,000 VEHICLE
4667	AE08EBF	NSS	SWEEPER 250	2015/16	SCHMIDT SWINGO 250 COMPACT SWE	5	SWEEPING	£62,000 VEHICLE
4805	AE59GXW	LSG	GRITTER	2015/16	IVECO EUROARGO 18T GRITTER	7	ROADS DEPT TULLOS	£60,000 VEHICLE
4435	SV05EDJ	ETT	TIPPER 18T 4X2	2015/16	SEDDON ATKINSON 18T 4X2 TIPPER	7	ROADS DEPT TULLOS	£60,000 VEHICLE
4436	SV05EDK	ETT	TIPPER 18T 4X2	2015/16	SEDDON ATKINSON 18T 4X2 TIPPER	7	ROADS DEPT BUCKSBURN	£60,000 VEHICLE
4621		XCS	CHIPSREADER	2015/16	BRISTOWES M95 CHIPSREADER	5	ROADS DEPT TULLOS	£55,000 PLANT
4170	SV04AHA	DCC	TIPPER 7.5T 4X2	2015/16	DAF LF45 150 7.5T TIPPER WITH	7	ROADS DEPT TULLOS	£50,000 VEHICLE
4701	SV58AWX	DHP	HYD PLATFORM	2015/16	IVECO DAILY 65C 18 6.5T HYDRAU	5	ROADS DEPT TULLOS	£50,000 VEHICLE

FLEET REPLACEMENT PROGRAMME

2015-16

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
4219	SV54CUW	SHL	BACK HOE LOADER	2015/16	FERMEC 860 BACK HOE LOADER	8	ROADS DEPT BUCKSBUURN	£48,000 VEHICLE
4201	SV04AGY	CTW	TOWER WAGON	2015/16	LDV CONVOY 3.5T TOWER WAGON	5	ROADS DEPT LIGHTING	£45,000 VEHICLE
4202	SV04AGZ	CTW	TOWER WAGON	2015/16	LDV CONVOY 3.5T TOWER WAGON	5	ROADS DEPT LIGHTING	£45,000 VEHICLE
4159	SV53EWA	SLR	N H TRACTOR	2015/16	FERMEC 860 LOADER	8	ROADS DEPT BUCKSBUURN	£40,000 VEHICLE
4126	SV03EWY	SLR	N H TRACTOR	2015/16	NEW HOLLAND TL70 TRACTOR	8	GROUPS DEPARTMENT	£40,000 VEHICLE
4556	SV07FHD	SLR	N H TRACTOR	2015/16	NEW HOLLAND TL70 TRACTOR	8	GROUPS DEPARTMENT	£40,000 VEHICLE
4547	SV07FLC	SFT	MF TRACTOR	2015/16	MASSEY FERGUSON 5425 TRACTOR	8	TREE SQUAD	£35,000 VEHICLE
900		XHB	HOT BOX	2015/16	ECON TWIN CHAMBER DEMOUNTABLE	5	ROADS DEPT TULLOS	£32,000 PLANT
G6211		XRМ	RIDE ON 3 GANG	2015/16	RANSOMES 5/7 RIDE ON MOWER	5	GROUPS DEPARTMENT	£30,000 PLANT
4003	P149FRS	XFL	3T FORKLIFT	2015/16	TOYOTA 3T FORKLIFT	8	GROUPS DEPARTMENT	£26,000 VEHICLE
3499	SP56YBW	GMB	MINI BUS 12- 17 SE	2015/16	FORD TRANSIT 12S MINIBUS	5	ENVIRONMENT SERVICE	£25,000 VEHICLE
3026	SB56BEU	GMB	MINI BUS 12- 17 SE	2015/16	FORD TRANSIT 15S MINI BUS	5	CULTS COMM CENTRE	£25,000 VEHICLE
7117	ST55CMX	GMB	MINI BUS 12- 17 SE	2015/16	FORD TRANSIT 15S MINI BUS	5	DYCE COMM CENTRE	£25,000 VEHICLE
M3022	SA05WYD	GMB	MINI BUS 12- 17 SE	2015/16	FORD TRANSIT 15S MINI BUS	5	MIDDLEFIELD C CENTRE	£25,000 VEHICLE
7074	SV05VGU	GMB	MINI BUS 12- 17 SE	2015/16	FORD TRANSIT 17S MINIBUS	5	NORTHFIELD ACADEMY	£25,000 VEHICLE
7116	SV05VBG	GMB	MINI BUS 12- 17 SE	2015/16	FORD TRANSIT 17S MINIBUS	5	HAZLEHEAD ACADEMY	£25,000 VEHICLE
4714	SP09XWH	GMB	MINI BUS 12- 17 SE	2015/16	FORD TRANSIT 17S MINIBUS	5	EDUCATION	£25,000 VEHICLE
4554	SV07BFK	XRМ	RIDE ON 3 GANG	2015/16	JOHN DEERE 900 TRIPPLE MOWER	5	GROUPS DEPARTMENT	£25,000 VEHICLE
4517	SV56FUE	GMB	MINI BUS 12- 17 SE	2015/16	LDV 17S MINI BUS	5	SOCIAL WORK TPORT	£25,000 VEHICLE
4518	SV56FUD	GMB	MINI BUS 12- 17 SE	2015/16	LDV 17S MINI BUS	5	SOCIAL WORK TPORT	£25,000 VEHICLE
4519	SV56FTZ	GMB	MINI BUS 12- 17 SE	2015/16	LDV 17S MINI BUS	5	SOCIAL WORK TPORT	£25,000 VEHICLE
4742		TMD	MINI DIGGER	2015/16	CATERPILLAR 302.5C MINI DIGGER	5	ROADS DEPT TULLOS	£24,000 PLANT
2968		TDG	DEMOUNT	2015/16	ECON 4.5 CU DEMOUNTABLE GRITT	7	ROADS DEPT TULLOS	£22,000 PLANT
2967		TDG	DEMOUNT	2015/16	NIDO 4CU DEMOUNTABLE GRITTER	7	ROADS DEPT TULLOS	£22,000 PLANT
1139		TLC	LEAF COLLECTOR	2015/16	TRILLO PG 450 LEAF COLLECTOR	8	GROUPS DEPARTMENT	£22,000 PLANT
4674		TLC	LEAF COLLECTOR	2015/16	TRILLO PG 450 LEAF COLLECTOR	8	GROUPS DEPARTMENT	£22,000 PLANT
4726	SP09ZYD	CLT	TIPPER LWB 3.5T CR	2015/16	FORD TRANSIT 350 LWB C/CAB TIP	5	TREE SQUAD	£21,000 VEHICLE
4733	ST09FMO	CLT	TIPPER LWB 3.5T CR	2015/16	FORD TRANSIT 350 LWB C/CAB TIP	5	GROUPS DEPARTMENT	£21,000 VEHICLE
4746	ST59OYX	CLT	TIPPER LWB 3.5T CR	2015/16	FORD TRANSIT 350 LWB C/CAB TIP	5	ROADS DEPT TULLOS	£21,000 VEHICLE
4747	ST59NHU	CLT	TIPPER LWB 3.5T CR	2015/16	FORD TRANSIT 350 LWB C/CAB TIP	5	SWEEPING	£21,000 VEHICLE
4748	ST59NHO	CLT	TIPPER LWB 3.5T CR	2015/16	FORD TRANSIT 350 LWB C/CAB TIP	5	SWEEPING	£21,000 VEHICLE
4749	ST59NHP	CLT	TIPPER LWB 3.5T CR	2015/16	FORD TRANSIT 350 LWB C/CAB TIP	5	SWEEPING	£21,000 VEHICLE
4750	ST59OYS	CLT	TIPPER LWB 3.5T CR	2015/16	FORD TRANSIT 350 LWB C/CAB TIP	5	GROUPS DEPARTMENT	£21,000 VEHICLE
4229	SV54ETL	CLT	TIPPER LWB 3.5T CR	2015/16	LDV CONVOY 3.5T C/C TIPPER	5	GROUPS DEPARTMENT	£21,000 VEHICLE
4231	SV54ETU	CLT	TIPPER LWB 3.5T CR	2015/16	LDV CONVOY 3.5T C/C TIPPER	5	GROUPS DEPARTMENT	£21,000 VEHICLE
4233	SV54EUB	CLT	TIPPER LWB 3.5T CR	2015/16	LDV CONVOY 3.5T C/C TIPPER	5	GROUPS DEPARTMENT	£21,000 VEHICLE
4433	SV05ERY	CLT	TIPPER LWB 3.5T CR	2015/16	LDV CONVOY 3.5T C/C TIPPER	5	GROUPS DEPARTMENT	£21,000 VEHICLE
4730	ST09CTO	CMD	FLAT BED MWB	2015/16	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000 VEHICLE
4731	ST09CTU	CMD	FLAT BED MWB	2015/16	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000 VEHICLE
4557	SF07UHA	SMT	MINI TRACTOR	2015/16	ISEKI MINI TRACTOR	8	HAZLEHEAD ACADEMY	£20,000 VEHICLE

FLEET REPLACEMENT PROGRAMME

2015-16

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
4217	SV54CDO	SMT	MINI TRACTOR	2015/16	KUBOTA STA30 MINI TRACTOR	8	ROADS DEPT TULLOS	£20,000 VEHICLE
4222	SV54EBP	CMD	FLAT BED MWB	2015/16	LDV CONVOY 3.5T DROP SIDE	5	BUILDING SERVICES	£20,000 VEHICLE
4223	SV54EBU	CMD	FLAT BED MWB	2015/16	LDV CONVOY 3.5T DROP SIDE	5	BUILDING SERVICES	£20,000 VEHICLE
4224	SV54ETD	CMD	FLAT BED MWB	2015/16	LDV CONVOY 3.5T DROP SIDE	5	BUILDING SERVICES	£20,000 VEHICLE
4225	SV54ETE	CMD	FLAT BED MWB	2015/16	LDV CONVOY 3.5T DROP SIDE	5	BUILDING SERVICES	£20,000 VEHICLE
4226	SV54ETK	CMD	FLAT BED MWB	2015/16	LDV CONVOY 3.5T DROP SIDE	5	BUILDING SERVICES	£20,000 VEHICLE
1911		TBR	RAMMER	2015/16	BOMAG	8	ROADS DEPT BUCKSURN	£18,000 PLANT
1912		TBR	RAMMER	2015/16	BOMAG	8	ROADS DEPT TULLOS	£18,000 PLANT
1913		TBR	RAMMER	2015/16	BOMAG	8	ROADS DEPT BUCKSURN	£18,000 PLANT
1914		TBR	RAMMER	2015/16	BOMAG	8	ROADS DEPT TULLOS	£18,000 PLANT
1920		TBR	RAMMER	2015/16	BOMAG	8	ROADS DEPT TULLOS	£18,000 PLANT
1922		TBR	RAMMER	2015/16	BOMAG	8	ROADS DEPT TULLOS	£18,000 PLANT
801	P404SSU	XVR	VIB ROLLER	2015/16	BOMAG BW80 ADH/2 VIBRATING ROL	5	ROADS DEPT TULLOS	£18,000 VEHICLE
4776	ST59VUP	CLH	VAN 2.1-3.5T LWB H	2015/16	FORD TRANSIT 350 3.5T LWB H/R	5	SOCIAL WORK TPORT	£18,000 VEHICLE
4218	SV54CYU	CSV	3.5T VAN	2015/16	LDV CONVOY 3.5T VAN	5	GARTHDEE SKI CENTRE	£18,000 VEHICLE
4227	SV54ETF	CSV	3.5T VAN	2015/16	LDV CONVOY 3.5T VAN	5	FOUNDERS DEPARTMENT	£18,000 VEHICLE
4228	SV54ETJ	CSV	3.5T VAN	2015/16	LDV CONVOY 3.5T VAN	5	FOUNDERS DEPARTMENT	£18,000 VEHICLE
3497		TST	STRIMMER	2015/16	MARSHALL SLURRY TRAILER	8	ENVIRONMENT SERVICE	£18,000 PLANT
4221	ST54GAU	CDC	PICK UP 4X4 CREW C	2015/16	FORD RANGER DBL CAB PICK UP	5	SPORT	£16,000 VEHICLE
4431	SV05RJK	CLR	PICK UP 4X4 STD CA	2015/16	LAND ROVER DEFENDER 90	5	ENVIRONMENT SERVICE	£16,000 VEHICLE
4432	SV05RKK	CLR	PICK UP 4X4 STD CA	2015/16	LAND ROVER DEFENDER 90	5	TREE SQUAD	£16,000 VEHICLE
1070		XPW	POWER WASHER	2015/16	2T TRAILER DIRT DRIVER POWER W	5	FOUNDERS DEPARTMENT	£13,000 PLANT
1076		XFM	FLAIL MOW TRAC MOU	2015/16	AMAZONE THS210 MOWER	5	FOUNDERS DEPARTMENT	£13,000 PLANT
4430		XFM	FLAIL MOW TRAC MOU	2015/16	AMAZONE THS210 MOWER	5	FOUNDERS DEPARTMENT	£13,000 PLANT
3434	G81VSE	XDT	DUMPER	2015/16	BENFORD DUMPER TRUCK	8	FOUNDERS DEPARTMENT	£12,000 VEHICLE
3882	Y74RSA	XDT	DUMPER	2015/16	BENFORD DUMPER TRUCK	8	FOUNDERS DEPARTMENT	£12,000 VEHICLE
4429	SV05DWE	CBT	UTILITY TRUCK	2015/16	KAWASAKI MUEL 3010 WORKS TRUCK	5	FOUNDERS DEPARTMENT	£12,000 VEHICLE
3625		TCV	16' CARAVAN	2015/16	MOBAC MOBILE TOILET	8	ENVIRONMENT SERVICE	£12,000 PLANT
2263		TGT	GRITTER TRAILER	2015/16	ECON TRAILER GRITTER	5	ROADS DEPT TULLOS	£11,000 PLANT
4235	SW54FKO	AMV	VAN 1.6	2015/16	VAUXHALL ASTRA 1.6T VAN	5	FOUNDERS DEPARTMENT	£11,000 VEHICLE
4236	SW54EJV	AMV	VAN 1.6	2015/16	VAUXHALL ASTRA 1.6T VAN	5	FACILITIES	£11,000 VEHICLE
4237	SW54KEB	AMV	VAN 1.6	2015/16	VAUXHALL ASTRA 1.6T VAN	5	BUILDING SERVICES	£11,000 VEHICLE
G6465		TFM	FLAIL MOWER	2015/16	FLYMO HOVER MOWER	3	FOUNDERS DEPARTMENT	£8,500 PLANT
G0075		TFM	FLAIL MOWER	2015/16	McCONNEL FLAIL MOWER	3	FOUNDERS DEPARTMENT	£8,500 PLANT
1003		TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT
1004		TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT BUCKSURN	£8,000 PLANT
1013		TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT
1014		TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT
3024		TCV	16' CARAVAN	2015/16	ALL IN ONE	8	BUILDING SERVICES	£8,000 PLANT
3025		TCV	16' CARAVAN	2015/16	ALL IN ONE	8	BUILDING SERVICES	£8,000 PLANT

FLEET REPLACEMENT PROGRAMME

2015-16

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
3027	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	BUILDING SERVICES	£8,000 PLANT	
3032	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	BUILDING SERVICES	£8,000 PLANT	
3034	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	BUILDING SERVICES	£8,000 PLANT	
3146	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	CITY EVENTS	£8,000 PLANT	
3150	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	CITY EVENTS	£8,000 PLANT	
3163	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	CITY EVENTS	£8,000 PLANT	
3178	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ENVIRONMENT SERVICE	£8,000 PLANT	
3179	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ENV&CON PROTECTION	£8,000 PLANT	
3325	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT BUCKSURN	£8,000 PLANT	
3328	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3358	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3360	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3362	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3363	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3365	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3366	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3370	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3483	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3519	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3522	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3538	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3539	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3540	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3541	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
3542	TCV	16' CARAVAN	2015/16	ALL IN ONE	8	ROADS DEPT TULLOS	£8,000 PLANT	
G0072	TAM	MOWER	2015/16	BOMFORD BANDIT B1800 FLAIL MOW	8	ROADS DEPT TULLOS	£8,000 PLANT	
G6012	TAM	MOWER	2015/16	BOMFORD BANDIT B1800 FLAIL MOW	8	ROADS DEPT TULLOS	£8,000 PLANT	
G0073	TAM	MOWER	2015/16	BOMFORD BANDIT B2250 FLAIL MOW	8	ROADS DEPT TULLOS	£8,000 PLANT	
1892	TTT	TIPPING TRAILER	2015/16	FRASER F50 3.5T 3 WAY TIPPING	8	ROADS DEPT TULLOS	£8,000 PLANT	
4245	TTT	TIPPING TRAILER	2015/16	MARSHALL 5T TIPPING TRAILER	8	ROADS DEPT TULLOS	£8,000 PLANT	
4246	TTT	TIPPING TRAILER	2015/16	MARSHALL 5T TIPPING TRAILER	8	ROADS DEPT TULLOS	£8,000 PLANT	
1058	TTT	TIPPING TRAILER	2015/16	MARSHALL S5 TIPPING TRAILER	8	ROADS DEPT TULLOS	£8,000 PLANT	
1059	TTT	TIPPING TRAILER	2015/16	MARSHALL S5 TIPPING TRAILER	8	ROADS DEPT TULLOS	£8,000 PLANT	
1152	TTT	TIPPING TRAILER	2015/16	MARSHALL S5 TIPPING TRAILER	8	ROADS DEPT TULLOS	£8,000 PLANT	
1153	TTT	TIPPING TRAILER	2015/16	MARSHALL S5 TIPPING TRAILER	8	ROADS DEPT TULLOS	£8,000 PLANT	
G6126	TGA	AERATOR	2015/16	GROUNDSMAN 460 STR AERATOR	8	ROADS DEPT TULLOS	£6,500 PLANT	
G0080	TFS	FLOOR SAW	2015/16	KUHN FERTILISER SPREADER	8	ROADS DEPT TULLOS	£6,500 PLANT	
G0081	TFS	FLOOR SAW	2015/16	KUHN FERTILISER SPREADER	8	ROADS DEPT TULLOS	£6,500 PLANT	
G3002	TFS	FLOOR SAW	2015/16	KUHN FERTILISER SPREADER	8	ROADS DEPT TULLOS	£6,500 PLANT	
£5,596,000								

FLEET REPLACEMENT PROGRAMME

2016-17

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
4707	SV09BTX	EJP	JETPATCHER	2016/17	DAF LF55 220 18T JET PATCHER	7	ROADS DEPT TULLOS	£150,000 VEHICLE
4620	VK08TZJ	KRV	RCV 23T 6X2	2016/17	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000 VEHICLE
4622	VK08TZO	KRV	RCV 23T 6X2	2016/17	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000 VEHICLE
4623	VK08TZM	KRV	RCV 23T 6X2	2016/17	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000 VEHICLE
4629	VK08TZL	KRV	RCV 23T 6X2	2016/17	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000 VEHICLE
4630	VK08TZN	KRV	RCV 23T 6X2	2016/17	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000 VEHICLE
4635	VK08TZP	KRV	RCV 23T 6X2	2016/17	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000 VEHICLE
4738	VK09TYF	KRV	RCV 23T 6X2	2016/17	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000 VEHICLE
4739	VK09TYG	KRV	RCV 23T 6X2	2016/17	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000 VEHICLE
4740	VK09TYH	KRV	RCV 23T 6X2	2016/17	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000 VEHICLE
4446	SV06FET	FCC	CRASH CUSHION	2016/17	DAF LF55 220 18T CRASH CUSHION	7	ROADS DEPT TULLOS	£130,000 VEHICLE
4445	VU06UPR	PKS	KERBSIDER 18T 4X2	2016/17	DENNIS EAGLE ELITE2 18T KERBSI	7	ENVIRONMENT SERVICE	£115,000 VEHICLE
4741	SV09FPT	KTL	TOP LOADER	2016/17	DAF CF75 360 26T TOP LOADER	7	ENVIRONMENT SERVICE	£115,000 VEHICLE
4836	RX60GYO	IRS	SWEENER 15T 4X2	2016/17	DAF CF75 250 15T ROAD SWEEPER	7	ROADS DEPT TULLOS	£80,000 VEHICLE
4483	SV06FFA	EDC	CRANE BODY	2016/17	IVECO 100E 18/S 10T READING BU	7	EDUCATION	£70,000 VEHICLE
4502	SP06FCM	EDB	DISPLAY BUS	2016/17	DAF LF55 220 18T HOOK LIFT	7	ROADS DEPT TULLOS	£70,000 VEHICLE
4490	SV06FEX	EHL	HOOKLIFT	2016/17	DAF LF55 220 18T HOOK LIFT	7	ROADS DEPT TULLOS	£70,000 VEHICLE
4491	SV06FEU	EHL	HOOKLIFT	2016/17	DAF LF55 220 18T HOOK LIFT	7	ROADS DEPT TULLOS	£70,000 VEHICLE
4727	SV09DFY	EIT	TIPPER 18T 4X2	2016/17	DAF LF55 220 18T 2 WAY TIPPER	7	ROADS DEPT TULLOS	£60,000 VEHICLE
4734	SV09DFZ	EIT	TIPPER 18T 4X2	2016/17	DAF LF55 220 18T 3 WAY TIPPER	7	ROADS DEPT TULLOS	£60,000 VEHICLE
4694	SP58BXR	SAT	TRACTOR	2016/17	AEBI TT75 TRACTOR	8	ROADS DEPT TULLOS	£50,000 VEHICLE
4695	SP58BXO	SAT	TRACTOR	2016/17	AEBI TT75 TRACTOR	8	ROADS DEPT TULLOS	£50,000 VEHICLE
4708	SV09BUJ	EDC	CRANE BODY	2016/17	DAF LF 45 160 18T DROPSIDE WIT	7	ENVIRONMENT SERVICE	£45,000 VEHICLE
4492	SV06EHY	DLC	7.5 DROPSIDE	2016/17	IVECO EUROARGO 75E/YS 7.5T DR	7	ENVIRONMENT SERVICE	£40,000 VEHICLE
4501	SV06EHZ	DLC	7.5 DROPSIDE	2016/17	IVECO EUROARGO 75E/YS 7.5T DR	7	ENVIRONMENT SERVICE	£40,000 VEHICLE
4455	SV06AUE	DSV	7.5T BOX VAN	2016/17	DAF LF45 150 7.5T VAN	7	ENVIRONMENT SERVICE	£40,000 VEHICLE
4471	SV06ECY	DSV	7.5T BOX VAN	2016/17	DAF LF45 150 7.5T VAN	7	ENVIRONMENT SERVICE	£40,000 VEHICLE
4456	SV06AUH	DSV	7.5T BOX VAN	2016/17	DAF LF45 150 7.5T VAN	7	FACILITIES	£40,000 VEHICLE
4816	SF61EOS	PEV	ELECTRIC VAN	2016/17	PEUGEOT ELECTRIC VAN	5	FACILITIES	£40,000 VEHICLE
4817	SF61EOT	PEV	ELECTRIC VAN	2016/17	PEUGEOT ELECTRIC VAN	5	FACILITIES	£40,000 VEHICLE
4818	SJ61OOX	PEV	ELECTRIC VAN	2016/17	PEUGEOT ELECTRIC VAN	5	FACILITIES	£40,000 VEHICLE
4174	SV04AOB	SLR	N H TRACTOR	2016/17	NEW HOLLAND TS110A TRACTOR	8	ROADS DEPT TULLOS	£40,000 VEHICLE
4704	SV09BTU	DTT	TIPPER 7.5T 4X2	2016/17	DAF LF45 160 7.5T 3 WAY TIPPER	7	ROADS DEPT BUCKSBURN	£40,000 VEHICLE
4705	SV09BUW	DTT	TIPPER 7.5T 4X2	2016/17	DAF LF45 160 7.5T 3 WAY TIPPER	7	ROADS DEPT BUCKSBURN	£40,000 VEHICLE
4702	SV09BTO	DTT	TIPPER 7.5T 4X2	2016/17	DAF LF45 160 7.5T 3 WAY TIPPER	7	ROADS DEPT TULLOS	£40,000 VEHICLE
4832	SP61EDU	PEV	ELECTRIC VAN	2016/17	FORD CONNECT ELECTRIC VAN	5	ROADS DEPT TULLOS	£40,000 VEHICLE
4697	SV58DYP	SFT	MF TRACTOR	2016/17	MASSEY FERUGSON 5425 TRACTOR	8	ROADS DEPT TULLOS	£35,000 VEHICLE
M3035	GP06NTY	GMB	MINI BUS 12- 17 SE	2016/17	FORD TRANSIT 155 MINI BUS	5	ASHGROVE CHILD HOME	£25,000 VEHICLE
3030	SD07MXO	GMB	MINI BUS 12- 17 SE	2016/17	PEUGEOT BOXER 12S MINI BUS	5	BUCKSBURN ACADEMY	£25,000 VEHICLE
7119	GX56MOV	GMB	MINI BUS 12- 17 SE	2016/17	FORD TRANSIT 175 MINIBUS	5	BUCKSBURN ACADEMY	£25,000 VEHICLE

FLEET REPLACEMENT PROGRAMME

2016-17

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
4715	SP09XWJ	GMB	MINI BUS 12- 17 SE	2016/17	FORD TRANSIT 17S MINIBUS	5	EDUCATION	£25,000 VEHICLE
M7122	WL61FEH	GMB	MINI BUS 12- 17 SE	2016/17	FORD TRANSIT 17S MINIBUS	5	FERSANDS COMM CENTRE	£25,000 VEHICLE
3033	GN57CLX	GMB	MINI BUS 12- 17 SE	2016/17	IVECO DAILY 13S MINI BUS	5	HAZLEWOOD SCHOOL	£25,000 VEHICLE
342	ST10GHA	GMB	MINI BUS 12- 17 SE	2016/17	FORD TRANSIT 17S MINIBUS	5	KINCORTH ACADEMY	£25,000 VEHICLE
3029	ST07NEN	GMB	MINI BUS 12- 17 SE	2016/17	FORD TRANSIT 15S MINI BUS	5	MILE END SCHOOL	£25,000 VEHICLE
4537	ST07FXU	GMB	MINI BUS 12- 17 SE	2016/17	FORD TRANSIT 17S MINIBUS	5	SOCIAL WORK TPORT	£25,000 VEHICLE
4778	SP10VNG	GMB	MINI BUS 12- 17 SE	2016/17	FORD TRANSIT 17S MINIBUS	5	SOCIAL WORK TPORT	£25,000 VEHICLE
2969		TDG	DEMOUNT	2016/17	ECON 4.5 CU DEMOUNTABLE GRITT	7	ROADS DEPT TULLOS	£22,000 PLANT
3923		TDG	DEMOUNT	2016/17	ECON 9 CU DEMOUNTABLE GRITTER	7	ROADS DEPT TULLOS	£22,000 PLANT
4499	ST06LRK	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4503	ST06LMM	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4799	SP60NVH	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4800	SP60NVF	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4801	SP60NVG	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4829	ST61UWL	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4839	ST61UXK	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4854	ST61TPO	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4855	ST61PKC	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4856	ST61UXL	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4857	ST61UFR	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4858	ST61TNV	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4859	ST61UFP	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4860	ST61UUL	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4861	ST61TPU	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	FOUNDNS DEPARTMENT	£21,000 VEHICLE
4493	ST06LMY	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	ROADS DEPT BUCKSBURN	£21,000 VEHICLE
4494	ST06LMV	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	ROADS DEPT BUCKSBURN	£21,000 VEHICLE
4495	ST06LMU	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	ROADS DEPT BUCKSBURN	£21,000 VEHICLE
4497	ST06LMO	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	ROADS DEPT BUCKSBURN	£21,000 VEHICLE
4496	ST06LRL	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	ROADS DEPT TULLOS	£21,000 VEHICLE
4498	ST06LMX	CLT	TIPPER LWB 3.5T CR	2016/17	FORD TRANSIT 350 LWB C/CAB TIP	5	ROADS DEPT TULLOS	£21,000 VEHICLE
4457	ST55VAY	CMD	FLAT BED MWB	2016/17	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000 VEHICLE
4458	ST55VUH	CMD	FLAT BED MWB	2016/17	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000 VEHICLE
4449	SW55GFU	AMC	CAR 1.6 Tdci	2016/17	MAZDA 5 TS2 D CAR	5	LIBRARY	£20,000 VEHICLE
4605	SP08CTV	SMT	MINI TRACTOR	2016/17	KUBOTA B2530 MINI TRACTOR	8	ROADS DEPT BUCKSBURN	£20,000 VEHICLE
4607	SP08CTZ	SMT	MINI TRACTOR	2016/17	KUBOTA B2530 MINI TRACTOR	8	ROADS DEPT BUCKSBURN	£20,000 VEHICLE
4608	SP08CTY	SMT	MINI TRACTOR	2016/17	KUBOTA B2530 MINI TRACTOR	8	ROADS DEPT BUCKSBURN	£20,000 VEHICLE
4609	OU57GPE	SMT	MINI TRACTOR	2016/17	KUBOTA B2530 MINI TRACTOR	8	ROADS DEPT TULLOS	£20,000 VEHICLE
4830	ST61FTN	CLD	F/BED LWB 3.5T CRE	2016/17	FORD TRANSIT 350 LWB DROPSIDE	5	ROADS DEPT TULLOS	£20,000 VEHICLE
4606	SP08CUA	SMT	MINI TRACTOR	2016/17	KUBOTA B2530 MINI TRACTOR	8	ROADS DEPT TULLOS	£20,000 VEHICLE
4610	SP08CTX	SMT	MINI TRACTOR	2016/17	KUBOTA B2530 MINI TRACTOR	8	ROADS DEPT TULLOS	£20,000 VEHICLE

FLEET REPLACEMENT PROGRAMME

2016-17

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
4862	ST61UJM	BJV	3.5 HR JUMBO VAN	2016/17	FORD TRANSIT 350E HR JUMBO VAN	5	SOCIAL WORK TPORT	£20,000 VEHICLE
4722	SP09CXN	XRM	RIDE ON 3 GANG	2016/17	KUBOTA F3680 ROTARY MOWER	5	GROUPS DEPARTMENT	£19,000 VEHICLE
4723	SP09CXM	XRM	RIDE ON 3 GANG	2016/17	KUBOTA F3680 ROTARY MOWER	5	GROUPS DEPARTMENT	£19,000 VEHICLE
4724	SP09CXO	XRM	RIDE ON 3 GANG	2016/17	KUBOTA F3680 ROTARY MOWER	5	GROUPS DEPARTMENT	£19,000 VEHICLE
4786	SP10CBV	XRM	RIDE ON 3 GANG	2016/17	KUBOTA F3680 ROTARY MOWER	5	GROUPS DEPARTMENT	£19,000 VEHICLE
4787	SP10CBU	XRM	RIDE ON 3 GANG	2016/17	KUBOTA F3680 ROTARY MOWER	5	GROUPS DEPARTMENT	£19,000 VEHICLE
4788	SP10CBO	XRM	RIDE ON 3 GANG	2016/17	KUBOTA F3680 ROTARY MOWER	5	GROUPS DEPARTMENT	£19,000 VEHICLE
4789	SP10CBF	XRM	RIDE ON 3 GANG	2016/17	KUBOTA F3680 ROTARY MOWER	5	GROUPS DEPARTMENT	£19,000 VEHICLE
4803	ST10YFR	CLH	VAN 2.1-3.5T LWB H	2016/17	FORD TRANSIT 350 3.5T LWB H/R	5	BUILDING SERVICES	£18,000 VEHICLE
4804	ST10VTC	CLH	VAN 2.1-3.5T LWB H	2016/17	FORD TRANSIT 350 3.5T LWB H/R	5	BUILDING SERVICES	£18,000 VEHICLE
4467	SV06EDP	CHR	3.5T HR VAN	2016/17	LDV MAXUS 3.5T H/R VAN	5	BUILDING SERVICES	£18,000 VEHICLE
4837	ST61LUXE	CLH	VAN 2.1-3.5T LWB H	2016/17	FORD TRANSIT 350 3.5T LWB H/R	5	BUILDING SERVICES	£18,000 VEHICLE
4838	ST61LUXD	CLH	VAN 2.1-3.5T LWB H	2016/17	FORD TRANSIT 350 3.5T LWB H/R	5	BUILDING SERVICES	£18,000 VEHICLE
4468	SV06EDX	CHR	3.5T HR VAN	2016/17	LDV MAXUS 3.5T H/R VAN	5	DUTHIE PARK TRUST	£18,000 VEHICLE
4810	YG11WPE	CLM	VAN PAN 2.1-3.5T L	2016/17	FORD TRANSIT 350 3.5T LWB M/R	5	FACILITIES	£18,000 VEHICLE
4469	SV06ECW	CHR	3.5T HR VAN	2016/17	LDV MAXUS 3.5T H/R VAN	5	FLEET SERVICES	£18,000 VEHICLE
4470	SV06ECX	CHR	3.5T HR VAN	2016/17	LDV MAXUS 3.5T H/R VAN	5	FLEET SERVICES	£18,000 VEHICLE
4516	SV56FVJ	CHR	3.5T HR VAN	2016/17	LDV MAXUS 3.5T H/R VAN	5	FLEET SERVICES	£18,000 VEHICLE
4515	SV56FVG	CHR	3.5T HR VAN	2016/17	LDV MAXUS 3.5T H/R VAN	5	FLEET SERVICES	£18,000 VEHICLE
4811	SW11AOR	AMC	CAR 1.6 Tdci	2016/17	RENAULT GRAND SCENIC EXPRESSIO	5	GROUPS DEPARTMENT	£18,000 VEHICLE
4790	ST100MS	CFP	PICK UP 4X4 STD CA	2016/17	FORD RANGER STD CAB PICK UP	5	SOCIAL WORK TPORT	£16,000 VEHICLE
4791	ST100MU	CFP	PICK UP 4X4 STD CA	2016/17	FORD RANGER STD CAB PICK UP	5	ARTS AND RECREATION	£16,000 VEHICLE
4831	SP61RZY	CCP	ISUZU PICK UP	2016/17	ISUZU PICK UP	5	BUILDING SERVICES	£16,000 VEHICLE
4464	SV06CEF	BSV	VAN PAN 1.5-2.8T	2016/17	LDV MAXUS 2.8T VAN	5	GROUPS DEPARTMENT	£16,000 VEHICLE
4465	SV06CEA	BSV	VAN PAN 1.5-2.8T	2016/17	LDV MAXUS 2.8T VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4466	SV06ECZ	BSV	VAN PAN 1.5-2.8T	2016/17	LDV MAXUS 2.8T VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4514	SV56FVH	BSV	VAN PAN 1.5-2.8T	2016/17	LDV MAXUS 2.8T VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4821	ST61LUXB	BSV	VAN PAN 1.5-2.8T	2016/17	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4822	ST61LUMX	BSV	VAN PAN 1.5-2.8T	2016/17	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4823	ST61LUMW	BSV	VAN PAN 1.5-2.8T	2016/17	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4824	ST61LUFN	BSV	VAN PAN 1.5-2.8T	2016/17	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4825	ST61LUXF	BSV	VAN PAN 1.5-2.8T	2016/17	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4826	ST61LWJ	BSV	VAN PAN 1.5-2.8T	2016/17	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4827	ST61LUFM	BSV	VAN PAN 1.5-2.8T	2016/17	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4828	ST61RZP	BSV	VAN PAN 1.5-2.8T	2016/17	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4833	ST61LWZ	BSV	VAN PAN 1.5-2.8T	2016/17	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4834	ST61LUXA	BSV	VAN PAN 1.5-2.8T	2016/17	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4513	SV56FUB	BSV	VAN PAN 1.5-2.8T	2016/17	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£14,000 VEHICLE
4512	SV56FUA	BSV	VAN PAN 1.5-2.8T	2016/17	LDV MAXUS 2.8T VAN	5	GROUPS DEPARTMENT	£14,000 VEHICLE
4835	ST61LWVY	BSV	VAN PAN 1.5-2.8T	2016/17	LDV MAXUS 2.8T VAN	5	IT	£14,000 VEHICLE
				2016/17	FORD TRANSIT 280 SWB VAN	5	PROP&TECH ROADS	£14,000 VEHICLE

FLEET REPLACEMENT PROGRAMME

2016-17

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
4794	SW10HJE	AMC	CAR 1.6 Tdci	2016/17	FORD FOCUS 1.6 Tdci CAR	5	CAR PARKS	£13,000 VEHICLE
4796	SV10MWE	AMC	CAR 1.6 Tdci	2016/17	FORD FOCUS 1.6 Tdci CAR	5	CITY WARDENS NORTH	£13,000 VEHICLE
4784	SW10HBC	ASC	1.0 - 1.4 CAR	2016/17	FORD FIESTA 1.6 ECONETIC CAR	5	FACILITIES	£13,000 VEHICLE
4785	SW10HRG	ASC	1.0 - 1.4 CAR	2016/17	FORD FIESTA 1.6 ECONETIC CAR	5	FACILITIES	£13,000 VEHICLE
4808	SA110GZ	ASC	1.0 - 1.4 CAR	2016/17	HYUNDAI ACTIVE	5	FACILITIES	£13,000 VEHICLE
4809	SA110GY	ASC	1.0 - 1.4 CAR	2016/17	HYUNDAI ACTIVE	5	FACILITIES	£13,000 VEHICLE
1631		XPW	POWER WASHER	2016/17	2T TRAILER DIRT DRIVER POWER W	5	GROUPS DEPARTMENT	£13,000 PLANT
4792	SW10HHM	AMC	CAR 1.6 Tdci	2016/17	FORD FOCUS 1.6 Tdci CAR	5	NOISE ABATEMENT	£13,000 VEHICLE
4793	SW10HCC	AMC	CAR 1.6 Tdci	2016/17	FORD FOCUS 1.6 Tdci CAR	5	NOISE ABATEMENT	£13,000 VEHICLE
4462	SV06BEU	CBT	UTILITY TRUCK	2016/17	KUBOTA RVT 9000 WORKS TRUCK	5	GROUPS DEPARTMENT	£12,000 VEHICLE
4779	SP10VZA	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	ART GALLERY	£11,000 VEHICLE
4538	SP07UGZ	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	ARTS AND RECREATION	£11,000 VEHICLE
4775	SP10VYZ	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4798	SP60NVB	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4568	ST57VSG	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4569	ST57VSO	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4570	ST57VSV	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4571	ST57VSA	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4572	ST57VSP	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4573	ST57VSK	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4574	ST57VSL	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4575	ST57VSL	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4577	ST57VTC	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4578	ST57VHR	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4579	ST57VSJ	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4580	ST57VSF	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4581	ST57VSE	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4582	ST57VSK	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4583	ST57VSK	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4584	ST57VRY	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4585	ST57VSD	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4586	ST57VSC	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4587	ST57VSM	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4588	ST57VRZ	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4589	ST57UJK	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4590	ST57VTJ	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4591	ST57VTK	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4592	ST57VTF	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4593	ST57VTE	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE
4594	ST57VRW	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000 VEHICLE

FLEET REPLACEMENT PROGRAMME

2016-17

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
4595	ST57VSN	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000\VEHICLE
4596	ST57VTG	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000\VEHICLE
4597	ST57VTD	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000\VEHICLE
4598	ST57VSY	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000\VEHICLE
4599	ST57VTA	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000\VEHICLE
4540	SP07UHA	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	FACILITIES	£11,000\VEHICLE
4541	SP07UHC	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	FACILITIES	£11,000\VEHICLE
4453	ST55XVZ	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	ROADS DEPT LIGHTING	£11,000\VEHICLE
4539	SP07UHB	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	SOCIAL WORK TPORT	£11,000\VEHICLE
4454	ST55XVX	BSV	VAN PAN 1.5-2.8T	2016/17	FORD CONNECT 200 SWB VAN	5	SWEEPING	£11,000\VEHICLE
4472	SP06VCY	ASC	1.0 - 1.4 CAR	2016/17	FORD FIESTA 1.4 Tddi CAR	5	BUILDING SERVICES	£10,000\VEHICLE
4473	SP06VCZ	ASC	1.0 - 1.4 CAR	2016/17	FORD FIESTA 1.4 Tddi CAR	5	BUILDING SERVICES	£10,000\VEHICLE
4561	SV07VZU	ASC	1.0 - 1.4 CAR	2016/17	CITREON C1	5	FACILITIES	£10,000\VEHICLE
4565	SV07VZW	ASC	1.0 - 1.4 CAR	2016/17	CITREON C1	5	FACILITIES	£10,000\VEHICLE
4562	SV07VZT	ASC	1.0 - 1.4 CAR	2016/17	CITREON C1	5	PROP&TECH ROADS	£10,000\VEHICLE
4563	SV07VZB	ASC	1.0 - 1.4 CAR	2016/17	CITREON C1	5	PROP&TECH ROADS	£10,000\VEHICLE
4564	SV07PVU	ASC	1.0 - 1.4 CAR	2016/17	CITREON C1	5	PROP&TECH ROADS	£10,000\VEHICLE
4474	SP06VCX	ASC	1.0 - 1.4 CAR	2016/17	FORD FIESTA 1.4 Tddi CAR	5	ROADS DEPT LIGHTING	£10,000\VEHICLE
								£5,189,000

FLEET REPLACEMENT PROGRAMME

2017-18

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost	V Or P
4780	VU10HNW	KRV	RCV 23T 6X2	2017/18	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000	VEHICLE
4781	VU10HNX	KRV	RCV 23T 6X2	2017/18	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000	VEHICLE
4782	VU10HNY	KRV	RCV 23T 6X2	2017/18	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000	VEHICLE
4783	VU10HNZ	KRV	RCV 23T 6X2	2017/18	DENNIS EAGLE ELITE2 26T RCV	7	ENVIRONMENT SERVICE	£135,000	VEHICLE
4807	LN11XAY	KLK	RCV 26T 6X4	2017/18	MERCEDES ECONIC 26T 6X4 RCV	7	ENVIRONMENT SERVICE	£135,000	VEHICLE
4902	SW12BGK	KLK	RCV 26T 6X4	2017/18	MERCEDES ECONIC 26T 6X4 RCV	7	ENVIRONMENT SERVICE	£135,000	VEHICLE
4903	SW12BGE	KLK	RCV 26T 6X4	2017/18	MERCEDES ECONIC 26T 6X4 RCV	7	ENVIRONMENT SERVICE	£135,000	VEHICLE
4904	SW12BFZ	KLK	RCV 26T 6X4	2017/18	MERCEDES ECONIC 26T 6X4 RCV	7	ENVIRONMENT SERVICE	£135,000	VEHICLE
4905	SW12BGF	KLK	RCV 26T 6X4	2017/18	MERCEDES ECONIC 26T 6X4 RCV	7	ENVIRONMENT SERVICE	£135,000	VEHICLE
4915	SW12CPX	KLK	RCV 26T 6X4	2017/18	MERCEDES ECONIC 26T 6X4 RCV	7	ENVIRONMENT SERVICE	£135,000	VEHICLE
4916	SW12CRF	KLK	RCV 26T 6X4	2017/18	MERCEDES ECONIC 26T 6X4 RCV	7	ENVIRONMENT SERVICE	£135,000	VEHICLE
4917	SW12DBX	KLK	RCV 26T 6X4	2017/18	MERCEDES ECONIC 26T 6X4 RCV	7	ENVIRONMENT SERVICE	£135,000	VEHICLE
4918	SW12DZD	KLK	RCV 26T 6X4	2017/18	MERCEDES ECONIC 26T 6X4 RCV	7	ENVIRONMENT SERVICE	£135,000	VEHICLE
4488	SV06FEP	PRV	12-18 TON REF VEH	2017/18	DAF LF 45 180 12T RVC	7	ENVIRONMENT SERVICE	£120,000	VEHICLE
4489	SV06FEO	PRV	12-18 TON REF VEH	2017/18	DAF LF 45 180 12T RVC	7	ENVIRONMENT SERVICE	£120,000	VEHICLE
4806	SV60DHK	PRV	12-18 TON REF VEH	2017/18	DAF LF 45 180 12T RVC	7	ENVIRONMENT SERVICE	£120,000	VEHICLE
4890	SV12XTT	PRV	12-18 TON REF VEH	2017/18	MERCEDES ECONIC 18T 4X2 RCV	7	ENVIRONMENT SERVICE	£120,000	VEHICLE
4802	SV60BVP	KTL	TOP LOADER	2017/18	DAF CF75 360 26T TOP LOADER	7	ENVIRONMENT SERVICE	£115,000	VEHICLE
4819	SV61DXT	KTL	TOP LOADER	2017/18	DAF CF75 360 26T TOP LOADER	7	ENVIRONMENT SERVICE	£115,000	VEHICLE
5000	DK12BXR	917	MINI-BUS	2017/18	MERCEDES SPRINTER MINI BUS	5	SOCIAL WORK TPORT	£65,000	VEHICLE
5001	DK12BXS	917	MINI-BUS	2017/18	MERCEDES SPRINTER MINI BUS	5	SOCIAL WORK TPORT	£65,000	VEHICLE
5002	DK12BXU	917	MINI-BUS	2017/18	MERCEDES SPRINTER MINI BUS	5	SOCIAL WORK TPORT	£65,000	VEHICLE
5003	DK12BXV	917	MINI-BUS	2017/18	MERCEDES SPRINTER MINI BUS	5	SOCIAL WORK TPORT	£65,000	VEHICLE
5004		917	MINI-BUS	2017/18	MERCEDES SPRINTER MINI BUS	5	SOCIAL WORK TPORT	£65,000	VEHICLE
5005		917	MINI-BUS	2017/18	MERCEDES SPRINTER MINI BUS	5	SOCIAL WORK TPORT	£65,000	VEHICLE
5006		917	MINI-BUS	2017/18	MERCEDES SPRINTER MINI BUS	5	SOCIAL WORK TPORT	£65,000	VEHICLE
5007		917	MINI-BUS	2017/18	MERCEDES SPRINTER MINI BUS	5	SOCIAL WORK TPORT	£65,000	VEHICLE
5008		917	MINI-BUS	2017/18	MERCEDES SPRINTER MINI BUS	5	SOCIAL WORK TPORT	£65,000	VEHICLE
4887	AE12AXA	NSS	SWEEPER 250	2017/18	SCHMIDT SWINGO 250 COMPACT SWE	5	SWEEPING	£62,000	VEHICLE
4888	AE12AXB	NSS	SWEEPER 250	2017/18	SCHMIDT SWINGO 250 COMPACT SWE	5	SWEEPING	£62,000	VEHICLE
4889	AE12AXC	NSS	SWEEPER 250	2017/18	SCHMIDT SWINGO 250 COMPACT SWE	5	SWEEPING	£62,000	VEHICLE
4777	SV10CEA	MFL	FORK LIFT	2017/18	MERLO P34.7 PLUS TELEHANDLER	8	ROADS DEPT TULLOS	£45,000	VEHICLE
4437	SV05EFL	DTC	TIPPER 7.5 4X2 CRA	2017/18	DAF LF45 150 7.5T TIPPER WITH	7	ROADS DEPT BUCKSBURN	£40,000	VEHICLE
4522	ST07XTA	CDT	DERBY 3.5T STD CAB	2017/18	FORD TRANSIT 350 MWB D/C DERBY	5	FOUNDNS DEPARTMENT	£26,000	VEHICLE
4897	SP12XYM	CDT	DERBY 3.5T STD CAB	2017/18	FORD TRANSIT 350 MWB D/C DERBY	5	SWEEPING	£26,000	VEHICLE
4900	SP12XYR	CDT	DERBY 3.5T STD CAB	2017/18	FORD TRANSIT 350 MWB D/C DERBY	5	SWEEPING	£26,000	VEHICLE
4901	SP12XYS	CDT	DERBY 3.5T STD CAB	2017/18	FORD TRANSIT 350 MWB D/C DERBY	5	SWEEPING	£26,000	VEHICLE
4906	SP12XYO	CDT	DERBY 3.5T STD CAB	2017/18	FORD TRANSIT 350 MWB D/C DERBY	5	SWEEPING	£26,000	VEHICLE
4907	SP12XVN	CDT	DERBY 3.5T STD CAB	2017/18	FORD TRANSIT 350 MWB D/C DERBY	5	SWEEPING	£26,000	VEHICLE
7004	GX58HXG	GMB	MINI BUS 12- 17 SE	2017/18	FORD TRANSIT 17S MINIBUS	5	WOODLANDS SCHOOL	£25,000	VEHICLE

FLEET REPLACEMENT PROGRAMME

2017-18

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost	V Or P
7120	SV07UJH	GMB	MINI BUS 12- 17 SE	2017/18	FORD TRANSIT 17S MINIBUS	5	FERSANDS COMM CENTRE	£25,000	VEHICLE
4840	SP12TXL	GMB	MINI BUS 12- 17 SE	2017/18	FORD TRANSIT 17S MINIBUS	5	SOCIAL WORK TPORT	£25,000	VEHICLE
4841	SP12TXJ	GMB	MINI BUS 12- 17 SE	2017/18	FORD TRANSIT 17S MINIBUS	5	SOCIAL WORK TPORT	£25,000	VEHICLE
4843	SP12TXK	GMB	MINI BUS 12- 17 SE	2017/18	FORD TRANSIT 17S MINIBUS	5	SOCIAL WORK TPORT	£25,000	VEHICLE
4891	ST12HLP	GMB	MINI BUS 12- 17 SE	2017/18	FORD TRANSIT 17S MINIBUS	5	CORDYCE SCHOOL	£25,000	VEHICLE
7009	GN59BZA	GMB	MINI BUS 12- 17 SE	2017/18	IVECO DAILY 13S MINI BUS	5	WOODLANDS SCHOOL	£25,000	VEHICLE
7121	SV57FUM	GMB	MINI BUS 12- 17 SE	2017/18	LDV 17S MINI BUS	5	HARLAW ACADEMY	£25,000	VEHICLE
4721	SV09CNU	JSM	SITE MASTER	2017/18	JCB 3CX SITE MASTER	5	ROADS DEPT CULTER	£22,000	VEHICLE
4520	ST07XJZ	CLT	TIPPER LWB 3.5T CR	2017/18	FORD TRANSIT 350 LWB C/CAB TIP	5	GROUPS DEPARTMENT	£21,000	VEHICLE
4521	ST07XKA	CLT	TIPPER LWB 3.5T CR	2017/18	FORD TRANSIT 350 LWB C/CAB TIP	5	GROUPS DEPARTMENT	£21,000	VEHICLE
4525	SP57MKX	CLT	TIPPER LWB 3.5T CR	2017/18	FORD TRANSIT 350 LWB C/CAB TIP	5	ROADS DEPT TULLOS	£21,000	VEHICLE
4863	SP12UYD	CLT	TIPPER LWB 3.5T CR	2017/18	FORD TRANSIT 350 LWB C/CAB TIP	5	GROUPS DEPARTMENT	£21,000	VEHICLE
4864	SP12UYE	CLT	TIPPER LWB 3.5T CR	2017/18	FORD TRANSIT 350 LWB C/CAB TIP	5	GROUPS DEPARTMENT	£21,000	VEHICLE
4865	SP12UYF	CLT	TIPPER LWB 3.5T CR	2017/18	FORD TRANSIT 350 LWB C/CAB TIP	5	GROUPS DEPARTMENT	£21,000	VEHICLE
4866	SP12UYG	CLT	TIPPER LWB 3.5T CR	2017/18	FORD TRANSIT 350 LWB C/CAB TIP	5	EDUCATION	£21,000	VEHICLE
4867	ST12UYH	CLT	TIPPER LWB 3.5T CR	2017/18	FORD TRANSIT 350 LWB C/CAB TIP	5	GROUPS DEPARTMENT	£21,000	VEHICLE
4868	SP12UYJ	CLT	TIPPER LWB 3.5T CR	2017/18	FORD TRANSIT 350 LWB C/CAB TIP	5	GROUPS DEPARTMENT	£21,000	VEHICLE
4523	ST07SVY	CMT	TIPPER MWB 3.5T ST	2017/18	FORD TRANSIT 350 MWB D/C TIPPE	5	ROADS DEPT SIGNS	£21,000	VEHICLE
4524	ST07ULJ	CMT	TIPPER MWB 3.5T ST	2017/18	FORD TRANSIT 350 MWB D/C TIPPE	5	ROADS DEPT TULLOS	£21,000	VEHICLE
4884	SP12YBE	CMT	TIPPER MWB 3.5T ST	2017/18	FORD TRANSIT 350 MWB D/C TIPPE	5	ROADS DEPT TULLOS	£21,000	VEHICLE
4885	SP12YBC	CMT	TIPPER MWB 3.5T ST	2017/18	FORD TRANSIT 350 MWB D/C TIPPE	5	ROADS DEPT TULLOS	£21,000	VEHICLE
4886	SP12YBD	CMT	TIPPER MWB 3.5T ST	2017/18	FORD TRANSIT 350 MWB D/C TIPPE	5	ROADS DEPT TULLOS	£21,000	VEHICLE
4531	ST07HZS	CLD	F/BED LWB 3.5T CRE	2017/18	FORD TRANSIT350 3.5T LWB C/CAB	5	BUILDING SERVICES	£21,000	VEHICLE
4532	SR07BJZ	CLD	F/BED LWB 3.5T CRE	2017/18	FORD TRANSIT350 3.5T LWB C/CAB	5	BUILDING SERVICES	£21,000	VEHICLE
4533	SR07BKF	CLD	F/BED LWB 3.5T CRE	2017/18	FORD TRANSIT350 3.5T LWB C/CAB	5	BUILDING SERVICES	£21,000	VEHICLE
4534	SR07BKD	CLD	F/BED LWB 3.5T CRE	2017/18	FORD TRANSIT350 3.5T LWB C/CAB	5	BUILDING SERVICES	£21,000	VEHICLE
4230	SV54ETO	CLT	TIPPER LWB 3.5T CR	2017/18	LDV CONVOY 3.5T C/C TIPPER	5	GROUPS DEPARTMENT	£21,000	VEHICLE
4893		XTT	TIMBERLAND TRAILER	2017/18	EMF TRAILER	8	TREE SQUAD	£20,000	PLANT
4526	SP57MKV	CLD	F/BED LWB 3.5T CRE	2017/18	FORD TRANSIT 350 LWB DROPSIDE	5	ROADS DEPT BUCKSBURN	£20,000	VEHICLE
4527	SP07XAU	CLD	F/BED LWB 3.5T CRE	2017/18	FORD TRANSIT 350 LWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4528	ST07HZR	CLD	F/BED LWB 3.5T CRE	2017/18	FORD TRANSIT 350 LWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4529	ST07HZP	CLD	F/BED LWB 3.5T CRE	2017/18	FORD TRANSIT 350 LWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4536	ST15VHO	CLD	F/BED LWB 3.5T CRE	2017/18	FORD TRANSIT 350 LWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4530	ST07HZV	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4535	ST15MPV	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4849	SP12SFE	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4850	SP12SFN	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4851	SP12SEO	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4852	SP12SFF	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4853	SP12SDZ	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE

FLEET REPLACEMENT PROGRAMME

2017-18

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost	V Or P
4898	ST12WCZ	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4909	ST12UHU	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4910	ST12UHW	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4911	ST12SKD	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4912	ST12SHZ	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4913	ST12LBU	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4914	ST12SJU	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
5010	ST12WDA	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
5011	ST12WDC	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
5012	ST12WDE	CMD	FLAT BED MWB	2017/18	FORD TRANSIT 350 MWB DROPSIDE	5	BUILDING SERVICES	£20,000	VEHICLE
4908	ST12OSW	BJV	3.5 HR JUMBO VAN	2017/18	IVECO DAILY 35513 VAN	5	ARTS AND RECREATION	£20,000	VEHICLE
4896	SP61CCO	SMT	MINI TRACTOR	2017/18	KUBOTA B2530 MINI TRACTOR	8	EDUCATION	£20,000	PLANT
4899			FLAT BED MWB	2017/18		5	BUILDING SERVICES	£20,000	VEHICLE
4546	SV07DKJ	CHR	3.5T HR VAN	2017/18	LDV MAXUS 3.5T H/R VAN	5	OCCUPATIONAL THERAPY	£18,000	VEHICLE
4548	SV07DLD	CHR	3.5T HR VAN	2017/18	LDV MAXUS 3.5T H/R VAN	5	LIBRARY	£18,000	VEHICLE
4542	SP07XHL	CDC	PICK UP 4X4 CREW C	2017/18	FORD RANGER DBL CAB PICK UP	5	FOUNDATIONS DEPARTMENT	£16,000	VEHICLE
4549	ST07DZE	CDC	PICK UP 4X4 CREW C	2017/18	FORD RANGER DBL CAB PICK UP	5	FLEET SERVICES	£16,000	VEHICLE
4883	ST12BYA	BSV	VAN PAN 1.5-2.8T	2017/18	FORD TRANSIT 280 SWB VAN	5	FACILITIES	£14,000	VEHICLE
1157	SP07ENM	CBT	UTILITY TRUCK	2017/18	ERREPI BANTOM TRUCK	5	FOUNDATIONS DEPARTMENT	£12,000	VEHICLE
4611	SP08ZFA	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	FACILITIES	£11,000	VEHICLE
4612	SP08ZFB	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	ABERDEEN CITY ACCORD	£11,000	VEHICLE
4613	SP08YRU	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	EDUCATION	£11,000	VEHICLE
4614	SP08YRT	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	ART GALLERY	£11,000	VEHICLE
4617	ST08BKG	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	ENVIRONMENT SERVICE	£11,000	VEHICLE
4625	ST08PJX	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	ENV&CON PROTECTION	£11,000	VEHICLE
4644	ST08OTL	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4646	ST08OTN	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4647	ST08OTR	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4648	ST08PKK	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4649	ST08PIO	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4650	ST08PJV	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4651	ST08PJU	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4652	ST08PJJ	BSV	VAN PAN 1.5-2.8T	2017/18	FORD CONNECT 200 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4643	ST08MKY	BSV	VAN PAN 1.5-2.8T	2017/18	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4645	ST08OTD	BSV	VAN PAN 1.5-2.8T	2017/18	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4662	ST08MWB	BSV	VAN PAN 1.5-2.8T	2017/18	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4663	ST08MWC	BSV	VAN PAN 1.5-2.8T	2017/18	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4678	SP58LRK	BSV	VAN PAN 1.5-2.8T	2017/18	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4679	SP58LRN	BSV	VAN PAN 1.5-2.8T	2017/18	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE
4680	SP58VNH	BSV	VAN PAN 1.5-2.8T	2017/18	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000	VEHICLE

FLEET REPLACEMENT PROGRAMME

2017-18

Fleet No.	Reg No	Class	Class	Replacement Yr	Veh. Type	Life (Yrs)	Operator	Cost V Or P
4681	SP58LRU	BSV	VAN PAN 1.5-2.8T	2017/18	FORD TRANSIT 280 SWB VAN	5	FACILITIES	£11,000\VEHICLE
4686	SP58YJC	BSV	VAN PAN 1.5-2.8T	2017/18	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000\VEHICLE
4687	SP58XDN	BSV	VAN PAN 1.5-2.8T	2017/18	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000\VEHICLE
4692	SP58ZRE	BSV	VAN PAN 1.5-2.8T	2017/18	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000\VEHICLE
4693	ST58BHV	BSV	VAN PAN 1.5-2.8T	2017/18	FORD TRANSIT 280 SWB VAN	5	BUILDING SERVICES	£11,000\VEHICLE
4870	SV12PKA	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	ROADS DEPT TULLOS	£11,000\VEHICLE
4871	SV12PKU	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	ROADS DEPT TULLOS	£11,000\VEHICLE
4872	SV12PLF	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	ROADS DEPT TULLOS	£11,000\VEHICLE
4873	SV12PLJ	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	ROADS DEPT TULLOS	£11,000\VEHICLE
4874	SV12PLU	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	ROADS DEPT TULLOS	£11,000\VEHICLE
4875	SV12PMO	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	ROADS DEPT TULLOS	£11,000\VEHICLE
4876	SV12PMU	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	ROADS DEPT TULLOS	£11,000\VEHICLE
4877	SV12PNL	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	ROADS DEPT TULLOS	£11,000\VEHICLE
4878	SV12PNU	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	ROADS DEPT TULLOS	£11,000\VEHICLE
4879	SV12PRX	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	ROADS DEPT TULLOS	£11,000\VEHICLE
4880	SV12POU	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	ROADS DEPT TULLOS	£11,000\VEHICLE
4881	SV12PPF	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	BUILDING SERVICES	£11,000\VEHICLE
4882	SV12PRZ	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	BUILDING SERVICES	£11,000\VEHICLE
4894	SV12XGM	BKV	1.9 KANGOO VAN	2017/18	RENAULT 1.9 KANGOO VAN	5	BUILDING SERVICES	£11,000\VEHICLE
4869	SP12XVD	FFV	1.4 VAN	2017/18	FORD FIESTA 1.4 VAN	7	ENVIRONMENT SERVICE	£11,000\VEHICLE
4616	ST08MXR	ASC	1.0 - 1.4 CAR	2017/18	FORD FIESTA 1.4 Tdci CAR	5	ROADS DEPT TULLOS	£10,000\VEHICLE
4624	ST08MXO	ASC	1.0 - 1.4 CAR	2017/18	FORD FIESTA 1.4 Tdci CAR	5	FACILITIES	£10,000\VEHICLE
								£5,182,000

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	21 February 2013
LEAD OFFICER	Chief Executive
TITLE OF REPORT	Centre for Scottish Public Policy
REPORT NUMBER:	OCE/13/002

1. PURPOSE OF REPORT

The report seeks the Committee's agreement to the Council becoming a member of the Centre for Scottish Public Policy.

2. RECOMMENDATION

That the Committee agrees that the Council becomes a member of the Centre for Scottish Public Policy.

3. FINANCIAL IMPLICATIONS

The membership fee for the Council for 2013 is £200. This sum can be met from the Council Financial Assistance Budget.

4. OTHER IMPLICATIONS

There are no other implications to this report.

5. BACKGROUND/MAIN ISSUES

Attached as Appendix 1 is a letter to the Council Leader from the Policy Director of the Centre for Scottish Public Policy (CSPP) seeking the Council's membership.

The CSPP is an independent, membership based, cross-party think tank. It is not for profit organisation supported by funders including trusts, public, private and voluntary organisations and individuals.

For over a decade the CSPP has influenced public policy in Scotland by engaging in dialogue with over 1,000 stakeholders, CSPP members, Government Ministers, parliamentarians, councillors, members of the public and a whole range of cross-sector policy makers.

It is recommended that the Council becomes a member of the CSPP.

6. IMPACT

Membership of the CSPP will be beneficial to the Council in shaping the delivery of the five year business plan and the Single Outcome Agreement.

7. BACKGROUND PAPERS

None

8. REPORT AUTHOR DETAILS

Ciaran Monaghan
Head of Service, Office of Chief Executive
01224 522293
cmonaghan@aberdeencity.gov.uk

Dear Barney

The Importance of Place, Public Service Reform and other policy issues.....

So, why hasn't your council got round to becoming a member of CSPP?

Ok, I've not asked you directly before, but I thought it was about time;

- Do you want to share fresh thinking on the importance of place?
- Are you taking more steps along the road to reform public services?
- Could you benefit from an extensive network of policy thinkers and practitioners?

As Scottish Local Government prepares for the challenges and opportunities of the next few years the CSPP will be leading public policy debate and providing fresh thinking on a range of issues, and I would very much welcome your council's input and assistance.

The last year has been an exciting and successful one for the CSPP and its members. A new website was created based on members' feedback, the Adopt an Intern programme grew from strength to strength (and is now a spin-out not-for-profit company), and we have completely reshaped our policy work;

1. Active campaigning for **stronger cities/city regions**, led by Prof Iain Docherty has come to fruition with the Scottish Government publishing the new **Agenda for Cities** and we're now developing our work with all the city regions.
2. The diligent and incisive work of our **Towns Policy Group**, led by Professor Leigh Sparks, has seen the establishment of the Scotland's Towns Partnership, which will provide a single voice for key stakeholders in Scotland's towns, making its voice heard in the Scottish Government's Towns Review.
3. The forthcoming publication of our **Public Service Reform** work, *Reshaping Scotland*, led by Professor Karen Miller, will provide clarity, describing an emerging coherent picture of public service reform across the country, looking across all sectors, from housing to health & social care, further education to policing, from Integrated Services to Single Public Authorities. Be part of this journey, helping to map out the various roads to reform for Scotland's public service family.

All of this has seen our profile and influence rise considerably, with regular standing room only events at each of the party conferences, along with equally engaging member sessions with key national politicians and other high profile invited speakers.

Centre for Scottish Public Policy, c/o Digby Brown LLP, 160 Causewayside, Causewayside House, Edinburgh, EH9 1PR.
Registered in Scotland No. 123923

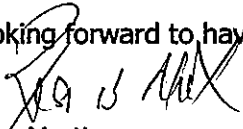
By becoming a member of the CSPP, you will have access to the following benefits:

- Invitation to be our guest at members-only policy influencers' events (including our hugely popular Dialogue Dinner series) with other key politicians, policy advisers and people who help to shape public policy thinking
- Input into our policy discussions, debates and reports, which have helped to shape government policy on place throughout the last decade and which will be key in shaping the debate around public services these next few years
- Contribute content to the CSPP blog and bulletins, reaching around 5000 direct policy connections – the political neurons which shape the thinking of the Scottish body politic. Our e-bulletins and social media output have become an essential reference point for many politicians, policy advisers and also practitioners
- Free access to our graduate recruitment selection consultancy; recruit from our bank of talented young graduates as part of Adopt an Intern
- Invitation to be our guest at the CSPP Annual Meeting, which always features a challenging discussion or debate on the key topical issue of the moment
- Networking opportunities across Scottish society. We host public and private events relating to our key policy interests, including cities, towns and public service reform.
- Access to a range of professional services from; People Scotland - change management & resourcing; Burness LLP – legal services; EIC Ltd - financial services & PKF UK - accounting services
- And of course free membership of the CSPP Book Club - in association with Luath Publishing, offering a package of books, discussion groups and meet-the-author gatherings all across Scotland

I would very much welcome your council joining the growing number of local authorities who see the benefits of being a member of the CSPP. The membership fee has been set at a very reasonable £200 rate this year- yes, that's right, only £200!

I would however ask that you consider making a total contribution of £1,000 in order that we can support a group of graduate interns to assist our policy development work in what will be a very busy two years in the run up to the Referendum, as we bring forward a range of new ideas on public service design, development and delivery.

Looking forward to having you on board,



Ross Martin

Policy Director

The Centre for Scottish Public Policy

Mobile: 07971 906084

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W: www.cspp.org.uk



ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	21 February 2013
DIRECTOR	Gayle Gorman / Stewart Carruth
TITLE OF REPORT	Request for Approval of Expenditure for Library Management System Tender – Library & Information Services
REPORT NUMBER:	ECS/13/009

1. PURPOSE OF REPORT

This report advises Committee of the intention to go out to tender for the provision of a Library Management System for the Library & Information Service for a maximum of five years and seeks approval of the estimated expenditure as detailed in this report.

2. RECOMMENDATION(S)

It is recommended that the Committee approves the estimated expenditure of £75,000 per annum on the provision of a Library Management System in accordance with SO1(3) of the Council's Standing Orders Relating to Contracts and Procurement. For the five-year period this is a total estimated expenditure of £375,000.

3. FINANCIAL IMPLICATIONS

The Council spent approximately £75,000 on the current Library Management System during the 2011/12 financial year. This is based on current costs and includes one off costs for example upgrades to the catalogue. It is anticipated that the cost for the five-year contract will be in the region of £75,000 per annum. The tender will be prepared as a consortia bid with Aberdeenshire and potentially Highlife Highland, East Renfrewshire Council, East Lothian Council, Perth & Kinross Council, Fife Council and Orkney Islands who have noted an interest.

4. OTHER IMPLICATIONS

The total combined spend on Library Management System for the five-year period is £375,000 which is above the threshold set under the Public Contracts Scotland Regulations 2012 – and so tendering will be undertaken in accordance with these regulations, whereby a full EU tender process is required.

There are no EHRIA implications. Any Service delivery to accompany the goods will be delivered as it has been previously.

5. BACKGROUND/MAIN ISSUES

This tender process will be managed by the CPU in conjunction with the management team of the Aberdeen City and Aberdeenshire Library & Information Services. Should a consortium be formed with other interested authorities a lead authority will be nominated to run the tender process with input from all other authorities CPUs as appropriate. The tender shall be awarded on the most economically advantageous basis, and shall give consideration to price, quality of product, service levels, implementation plans, support services and sustainability.

A five year contract shall be awarded with the Council having an option to extend for a further year.

The Library Management System specification will include traditional modules such as Circulation; Borrower Management; Inter-Library Loans; Acquisitions- with full Electronic Data Interchange (EDI) ; Stock-Management; Cataloguing; Management .

The current Library Management System used in secondary schools is from a different supplier. The two systems are disparate apart from Bucksburn where the shared school and community library uses the same system with integrated catalogue and borrower databases. The current Library Management System in schools is a stand alone system per school accessible only within each library with no online catalogue access out with the library. Technical support and maintenance is paid individually per school and currently not all schools pay this therefore have no supplier technical support and no access to system upgrades. It is intended to include the conversion of remaining 11 secondary schools into the tender. The Library Management System specification will incorporate any potential requirements specific to schools

6. IMPACT

The Library & Information service has 52,632 members, issues 793,904 items per annum and has 1,075,137 visitors and 495,083 virtual visitors making it one of the most used Council services. The combined secondary school issues amount to over 65,000 per annum with an estimated 9,500 visitors to the school library per week. The Library Management System manages all transactions related to issuing resources, manages access to online resources internally and remotely including downloadable e-books and audio books and verifies access to the online PC booking system. It underpins the service and is critical to all service operations.

7. BACKGROUND PAPERS

n/a

8. REPORT AUTHOR DETAILS

Fiona Clark,
Library & Information Services Manager, E,C&S,
fclark@aberdeencity.gov.uk
01224 652536

Tom Johnson
Category Manager, CPU
Tjohnson@aberdeencity.gov.uk
01224 664825

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	21 February 2013
LEAD OFFICER	Chief Executive
TITLE OF REPORT	Request for Authority to Establish a Framework Agreement for Electoral Services
REPORT NUMBER	OCE/13/001

1. PURPOSE OF REPORT

This report advises the Committee of the intention to establish a multi-supplier Framework Agreement for the provision of Electoral Services over a 4 year period. It seeks approval for the estimated expenditure as detailed in the report.

2. RECOMMENDATION(S)

It is recommended that the Committee approves:

(i) that a procurement exercise be undertaken in order to establish a multi-supplier Framework Agreement for the provision of Electoral Services over a 4 year period. This will be conducted in line with Council's Standing Orders relating to Contracts and Procurement, Financial Regulations and relevant EU legislation.

(ii) the estimated value of the Framework Agreement over a 4 year period of between £150,000 and £439,000. This is based on a range of services that may or may not be purchased on scheduled and any other elections and referendums over that time period.

3. FINANCIAL IMPLICATIONS

Funding for elections resides within the Council Elections, Parliamentary Elections and European Elections budgets within the Office of Chief Executive. Annual budgets for elections are set on the basis of scheduled statutory elections with contingency for any unscheduled elections.

The costs of Local Government elections are met in full by the Council. Funding is provided from Scottish and UK Governments towards the costs of other statutory elections with the residual costs of each being met from the Council's budget.

It is possible that economies of scale will allow suppliers to offer favorable terms leading to financial savings.

Staff resources will be required to undertake the tender exercise.

4. OTHER IMPLICATIONS

The establishment of a Framework Agreement will significantly reduce the time and costs of conducting procurement exercises each time a specific service is required at each election. It also means that the Returning Officer can respond more quickly to new or unscheduled demands.

5. BACKGROUND/MAIN ISSUES

Currently, services provided by external suppliers are either purchased on a one-off basis or through a short-term contract. A Framework Agreement will establish the terms under which contracts will be entered into for the period of the agreement.

It is intended that the period of the Framework Agreement will cover the following elections.

Year	Election / Referendum
2013	Currently none scheduled
2014	European Parliament Elections Scottish Independence Referendum
2015	UK Parliament Elections
2016	Scottish Parliament Elections
2017	Local Government Elections

The Framework Agreement may include the following types of service;

- Election Management System
- Printing and Issuing of Postal Voting Packs
- Absent Voter Personal Identifier Verification System
- Postal Vote Management Service
- Printing of Ordinary and Tendered Ballot Papers
- Electronic Voting Solutions
- Electronic Counting Solutions

Depending upon the services purchased it is estimated that the total value of the Framework Agreement over a four year period will be between £158,000 and £439,000.

6. IMPACT

A Framework Agreement for Electoral Services has the potential to save staff time, reduce spend on elections and reduce risk.

7. BACKGROUND PAPERS

None.

8. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance & Resources
DATE	21 February 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Condition & Suitability Programme 2013-14
REPORT NUMBER:	EPI/13/002

1. PURPOSE OF REPORT

This report advises on the provisional Condition and Suitability Programme that is included in the approved Non-Housing Capital Budget allocation for 2013/14.

2. RECOMMENDATIONS

It is recommended that the Committee;

1. Approves the Condition & Suitability Programme 2013-14 projects listed in Appendix A.
2. Instructs appropriate officials to implement the detailed programme.
3. Delegates authority to the Head of Asset Management & Operations, in consultation with the Corporate Asset Group and the Convenor and Vice Convenor of this Committee, the power to amend the Programme should priorities change due to unforeseen circumstances during the year.
4. (i) Authorises the Director of Enterprise, Planning and Infrastructure, the Head of Asset Management & Operations and the General Manager – Asset Management, in connection with the Programme, to undertake or instruct tendering procedures or competitive quotes procedures as appropriate and the awarding of contracts following thereon, subject to the necessary funding being available in the approved Non-Housing Capital Budget and

(ii) exempts all such procedures and contracts from Standing Order 1(3) of the Council's Standing Orders relating to Contracts and Procurement"

5. Notes the amendments to the 2012/13 Programme and the progress with the approved projects.

3. FINANCIAL IMPLICATIONS

Expenditure will be in accordance with the Council's approved Non-Housing Capital Budget. The current annual figure identified in the draft five year Capital Programme being considered by the City Council at its meeting on 14 February, for the Condition & Suitability programme is £7.4m per year. The flexibility of the five year programme allows for approved projects to cross over into subsequent years. This may result in spend above or below £7.4m in 2013/14. However, overall spend will not exceed the total five year budget.

4. OTHER IMPLICATIONS

Certain works contained within the programme relate to Health & Safety, Fire Risk and DDA matters and are necessary enable compliance with statutory requirements. Although the works identified in this programme are based on the current information available, these elements require to remain flexible as inspections by Health & Safety and by the Chief Fire Officer may require additional works to be carried out at short notice.

Some of the proposed works will require the obtaining of a Building Warrant or Planning Approval prior to commencing.

It should be noted that the proposed funding level for the C&S programme is not sufficient to address the backlog maintenance or all the suitability issues detailed in the Council's Property Asset Management Plan. It primarily focuses on wind & watertight works, Health & Safety works and mechanical/electrical issues. Even with this focus it will not be able to address all the higher category works identified within the condition surveys and it will be very difficult to improve suitability. In addition lower category works such as replacement of doors, replacement of fixtures/fittings or flooring are generally not considered for inclusion within the C&S programme. These may be more sensibly funded from devolved budgets within individual services e.g. Developed Education Management Budgets.

There are significant risks attached to not tackling the backlog, which could have implications such as property closures, adverse publicity and loss of value. To minimise this risk, projects are carefully selected taking in account various factors including condition, Health & Safety issues and types of users.

5. BACKGROUND / MAIN ISSUES

This report brings together, for Members' approval, the proposed 2013/14 programme for the condition and suitability works on the

Council's non-housing property stock. This programme was prepared utilising the detailed property information gathered as part of the development of the Property Asset Management Plan (as detailed below), and after discussions with all the relevant Services. It was approved by the Corporate Asset Group at its meeting on 21 January 2013.

The progress and amendments to the 2012/13 programme are also brought to this Committee for information.

Proposed 2013/14 Programme

An annual Capital budget of £7,400,000, subject to approval at the budget meeting of 14 February 2013 has been allocated to allow the continued condition and suitability work to be progressed. Significant elements of the programme are specifically aimed at increasing the expected useful life of the buildings. The proposed programme is contained in **Appendix A**. A confidential version of Appendix A is included within today's confidential reports, which details the approximate cost for each project.

The provisional programme for 2013/2014 will allow substitution of projects should it not be possible to implement any of the projects on the primary list, or should a statutory requirement arise. Potential projects for future programmes have been identified and could be brought forward in some instances. These projects are shown in **Appendix B**. It should be noted that Appendix B it is not a definitive list of the capital spend required.

In addition to the major works contained in the overall programme, a sum of £250,000 has been identified for minor works. These works are primarily related to Health and Safety, Asbestos removal and Disability Discrimination Act projects. This list requires to be flexible as works often have to be carried out at short notice to address health and safety issues or to remove asbestos after it has been identified.

Standing Orders relating to Contracts and Procurement

When inviting tenders or awarding contracts Standing Order 1(3) as shown below should be followed.

"1(3) No tender shall be invited or contract entered into unless the total estimated expenditure has been previously approved by the Council. This requires specific Committee approval or the use of appropriate delegated powers. The allocation of a budget as part of the Council's budget setting process is insufficient."

However it should also be noted that standing order 1(6)(a) as shown below allows for an exemption when justified by special circumstances.

*"1(6) Subject to compliance with the provisions of the 2006 Regulations [now the 2012 Regulations] or any other rule of law: -
(a) any contract may be exempted by the Council from any or all of the provisions of Part A of these Standing Orders, provided the Council is satisfied that the exemption is justified by special circumstances and a record shall be kept of these circumstances."*

It is recommended that the Committee grant such an exemption from Standing Order 1(3) for the contracts within the C&S programme for two primary reasons. Firstly the programme will comprise of over fifty individual projects, which under standing order 1(3) would require Council approval of each contract. This would be very time consuming and create a potentially unnecessary burden on Officers and this Committee.

Secondly projects could potentially be delayed if contracts could not be awarded until after Committee approval is granted. This could make the overall programme unachievable within the timescales.

Property Asset Management Plan

As part of the 2012 Property Asset Management Plan (PAMP) the following vision for property assets was stated:-

"The Council will provide property, working with partners, where appropriate, which supports the Council in the delivery of quality services by being fit for purpose, accessible, efficient, suitable and sustainable."

In terms of Condition and Suitability this means that the aim is to have all assets in A or B Condition and A or B Suitability. The definitions of the gradings are contained in **Appendix C**. The Condition and Suitability programme clearly has an important role in supporting this vision and has been compiled accordingly.

Targets for improving the percentage of assets in satisfactory condition and reducing the backlog maintenance are also identified in the 2012 PAMP. This programme along with the rationalisation of our portfolio and the main capital programme will provide the main tools for meeting these targets.

Phased Works

The scale of works required for some assets, combined with budgetary restraints, makes it necessary for some works to be phased over a number of years. The 2012/13 programme saw the commencement of the following phased projects:-

- Beach Ballroom – Various work

- Central Library – Roof works
- St Machar Academy – Various work
- Town House – Roof works
- Woodside Primary School – Structural works

The 2013/14 programme seeks to commence the following phased projects:-

- Artificial pitch replacements
- Duthie Park Winter Gardens – Replacement of Greenhouses
- School Kitchen Refurbishments

Approved Programme 2012/13

The 2012/13 programme totalling £7.4m of work was approved by the Finance & Resources Committee on 15 March 2012. Work has progressed on the programme and some changes were made to the programme in line with the approved recommendations. It should be noted that some of the projects will not be completed during 2012/13, with the subsequent spend carrying over. This will not impact on the 2013/14 programme as capital funding is now spread across five years. **Appendix D** shows the status of the projects and the changes made.

6. IMPACT

Corporate - The continued implementation of Asset Management will ensure that the Council is utilising its assets to support Services in implementing the Single Outcome Agreement. In addition the plan contributes to achieving the vision set out in 'Aberdeen: The Smarter City'. Property assets have a particularly important role to play in Smarter Living, Smarter People and Smarter Environment.

Public - The continuing improvement to the Council's properties through good asset management practices will help ensure that services are being delivered from buildings that are "fit for purpose". This report may also be of interest to the public as it outlines the Council's capital spending on assets.

7. BACKGROUND PAPERS

Property Asset Management Plan 2012 (Non-Housing)

8. REPORT AUTHOR DETAILS

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Appendix A - Proposed Condition Suitability Programme 2013/14

Location	Property Type	Proposed Works	Notes
116 Westburn Road	Family Centre	Renew drainage in car park.	Basement prone to flooding.
Aberdeen Grammar School	School-Secondary	Replacement of roof to Sub Station.	Roof is in D (bad) condition.
Ashley Road School	School-Primary	Window replacements to East and West Elevations.	A phase 2 may be required.
Beach Ballroom	Hall	Flat roof replacement, ladies toilet refurbishment, new disabled toilet and dumb waiter replacement.	Asset is in C (poor) condition overall.
Beach Ballroom	Hall	Repoint South and East facing elevations.	Required to stop water penetration.
Beach Leisure Centre	Sports Centre	Continuation of AHU replacement. Phase 3.	
Bridge Of Don Academy*	School-Secondary	Replacement of flat roof.	Identified as poor condition during Photovoltaic installation programme.
Bucksburn Depot	Depot	Create new salt store, allowing leased in assets to be vacated.	
Bucksburn Swimming Pool	Swimming Pool	Boiler replacement.	
Central Library	Library	Further roof works.	Sections of roof in C (poor) condition.
Childrens Home 2 Gilbert Road	Childrens Home	Reconfiguration and part refurbishment.	Asset has an overall suitability rating of C (poor).
Culter School	School-Primary	Boiler Replacement and install solar water heating.	Existing boiler is oil fired.
Culter School	School-Primary	Toilet refurbishment.	
Cults Primary School	School-Primary	Roof replacement and work to ceilings.	Windows and ceilings are in C (poor) condition.
David Welch Winter Gardens	Leisure Facility	Replacement/repair of green houses. Phase 1.	Work required following specialist survey.
Duthie Park Workshops	Depot	Further improvement to staff accommodation.	
Dyce Academy	School-Secondary	Replace passenger lift.	Regular breakdowns.
Dyce Community Centre	Community Education Centre	Poor condition asset. Potential developers contribution to be added.	Asset is in C (poor) condition overall.
Dyce Primary School*	School-Primary	Replace flat roofs.	Identified as poor condition during Photovoltaic installation programme.
Fernielea Primary School	School-Primary	Replace roofs and windows.	Roofs are in C (poor) condition and windows are in D (bad) condition.
Fernielea Primary School	School-Primary	Toilet refurbishment and replacement of ventilation in kitchen.	
Greenbrae Primary School	School-Primary	Replace external ramps.	
Harlaw Academy	School-Secondary	Flat roof replacement in Tech Department.	Roof is in C (poor) condition.
Hazlehead Academy	School-Secondary	Resurface Sports Hall floor.	Flooring is lifting.

Appendix A - Proposed Condition Suitability Programme 2013/14

Location	Property Type	Proposed Works	Notes
Hazlehead Pets Corner	Leisure Facility	Refurbish/rebuild poor condition buildings.	Asset is in C (poor) condition overall.
Health & Safety Budget		Asbestos removal, fire risk assessment works and DDA works.	
Kincorth Area Office	Office	Enhanced security provision.	Required to address vandalism/security issues.
Kittybrewster Depot	Office	Window replacement and improvement to electrical installation. Fire risk assessment works.	Windows are in C (poor) condition.
Kittybrewster School	School-Primary	Rewiring of ground floor.	Continuation of rewiring works.
Memorials in City Centre		Stabilisation and H&S works.	
Milltimber Primary School	School-Primary	DDA works and toilet refurbishment.	
Northfield Academy	School-Secondary	Building Energy Management System Replacement.	Obsolete system.
Northfield Academy	School-Secondary	Sports hall flooring replacement.	
Playground Equipment	Playground Equipment	Removal and replacement of play equipment.	
Public Convenience Skene Street	Public Convenience	Demolish and replace with APC.	Asset is in C (poor) condition overall.
Riverbank School	School-Primary	Window replacements.	Windows are in C (poor) condition.
Rosehill House	Day Centre-Learning Disabilities	Window replacements and general refurbishment.	
Rosemount Community Centre	Community Education Centre	Various external works (including rebuild of boundary wall)	
Scotstown School	School-Primary	Resurfacing of access road. Replacement roof and windows to link corridor.	Access road is in C (poor) condition. Link corridor is last of the window replacements.
Sheddocksley Sports Centre	Sports Centre	Water heating replacement.	
St Machar Academy	School-Secondary	Replace roofs, rewiring and window replacements.	Roofs are in C (poor) condition and windows are in D (bad) or C (poor) condition.
St Machar Academy	School-Secondary	Building Energy Management System Replacement.	Obsolete system.
St Machar Academy	School-Secondary	Sports hall flooring replacement.	
St Nicholas Pupil Centre	Office	Window replacement and resurfacing of parking area.	Windows are in C (poor) condition and do not open.
The Jesmond Centre	Sports Centre	Boiler replacement.	
Torry Nursery School	Surplus Asset	Demolition	
Town House (old)	Office	Roof phase 2.	

Appendix A - Proposed Condition Suitability Programme 2013/14

Location	Property Type	Proposed Works	Notes
Tullos Artificial Pitch	Pitches	Refurbish/replacement of surface.	Commencement of replacement programme.
Tullos Community Centre	Community Education Centre	Roof works and internal concrete repairs.	Water penetration issues and concrete falling from ceilings.
Tullos Primary School	School-Primary	Roof works and internal concrete repairs (including kitchen).	Water penetration issues and concrete falling from ceilings.
Tullos Primary School	School-Primary	Toilet refurbishments.	
Tullos Primary School	School-Primary	Kitchen refurbishment.	Commencement of replacement programme. Considered to be highest priority kitchen.
Victoria Road School	Surplus Asset	Demolition.	
Woodside School	School-Primary	Structural beams to be replaced.	Work required following structural survey.

***Note: These projects may commence prior to the start of financial year due to urgency of work.**

Appendix B - Future Condition and Suitability Works

Location	Property Type	Proposed Works	Notes
165/167 Crown Street Accommodation Assessment Unit	Hostel	External works, in particular roof and roof drainage.	
Aberdeen Crematorium	Crematorium	Refurbishment of chapels.	
Aberdeen Grammar School	School-Secondary	Replacement of sports store at Rubislaw Pavilion.	Original destroyed by fire.
Aberdeen Grammar School	School-Secondary	Kitchen refurbishment.	Part of kitchen replacement programme.
Airyhall Library	Library	Flat roof replacement.	Roof is in C (poor) condition.
Ashgrove Nursery Infant School	Family Centre/Nursery School	Roof replacement.	Roof is in C (poor) condition.
Balnagask House	Home For the Elderly	Refurbishment.	
Bridge Of Don Academy	School-Secondary	Replacement of windows, external doors, corridor lighting, Building Energy Management System (BEMS) and ventilation.	Various elements in C (poor) condition.
Bridge of Don Depot	Depot	Refurbishment.	
Building & Works Depot Auchinyell Terrace	Depot	Refurbishment and upgrade for asbestos collection.	Elements in C (poor) condition.
Building & Works Depot Mansefield Place	Depot	Refurbishment and energy improvements.	Windows are in D (bad) condition and External Doors are in C (poor) condition.
Cornhill Primary School	School-Primary	Repoint walls and replace external doors in poor condition.	External walls and external doors in C (poor) condition.
Cornhill Primary School	School-Primary	Kitchen refurbishment.	Part of kitchen replacement programme.
Cove Library	Library	Issue with windows to be resolved.	Windows prone to vandalism and expensive to replace glazing.
Cults Primary School	School-Primary	Resurfacing and car park extension.	Surface in C (poor) condition and lack of parking.
Cummings Park Community Centre	Community Education Centre	Window replacement and surface drainage works.	Windows and surface drainage are in D (bad) condition.
Dyce Academy	School-Secondary	Playing fields drainage and improvements.	
Dyce Academy	School-Secondary	Further window replacements.	
Fergus House	Home For the Elderly	Refurbishment and installation of 2nd lift.	
Forehill School	School-Primary	Heating replacement and rerender external walls.	Electric heating.
Gilcomstoun School Skene Street Aberdeen AB10 1PG	School-Primary	Window replacements.	
Gilcomstoun School Skene Street Aberdeen AB10 1PG	School-Primary	Upgrade ventilation in ladies staff toilets.	

Note: Ongoing asset reviews may result in projects being removed from this list.

Appendix B - Future Condition and Suitability Works

Location	Property Type	Proposed Works	Notes
Harlaw Academy	School-Secondary	Replacement of roofs, BEMS and external doors.	Elements in C (poor) condition.
Harlaw Academy	School-Secondary	Window replacements.	
Harlaw Playing Fields Pavilion	Sports Pavilion	Refurbishment.	Windows and External Doors are in D (bad) condition. Very dated interior.
Hazlehead Academy	School-Secondary	Replaces roofs, windows and external doors. Works to external walls also required.	Elements in C (poor) condition.
Hazlehead Academy	School-Secondary	Car park repairs & security works.	
Hazlehead Depot	Depot	Refurbishment or vacate and move to Plant Nursery depot.	Asset is in C (poor) condition overall. Work subject to option appraisal.
Hazlehead Swimming Pool	Swimming Pool	Replacement of roofs, external doors and windows.	Asset is in C (poor) condition overall.
Inchgarth Community Centre	Community Education Centre	Roof replacement.	Roof is in C (poor) condition.
Loirston Community Centre	Community Education Centre	Refurbishment. Potential to add Developers contributions.	
Mastrick Community Centre	Community Education Centre	Window replacements.	Majority of windows are in C (bad) condition.
Mastrick Ind Est (Occupational Therapy Store) Whitemyres Avenue	Premises (Commercial)	Roof drainage replacement.	Ongoing water penetration issues.
Mastrick Library	Library	Flat roof replacement, windows and external walls.	Roof, windows and external walls are all in C (poor) condition.
Muirfield School	School-Primary	Replace roof, windows and toilet refurbishment. Works to external walls also required.	Elements in C (poor) condition.
New Town House Extension	Office	Refurbishment of Town House Member Accommodation.	
Northfield Academy	School-Secondary	Window replacements.	
Northfield Library	Library	Refurbishment.	External elements in poor condition.
Old Aberdeen House	Office	Refurbishment of labs and archives.	Significant suitability issues to be resolved.
Oldmachar Academy	School-Secondary	Replacement of external doors, heating (BEMS) and ventilation plant.	Elements in C (poor) condition.
Plant Nursery Hazledene Road	Nursery Gardens	Amalgamate with Hazlehead depot.	
Powis Community Centre	Community Education Centre	Refurbishment.	
Quarryhill Primary	School-Primary	Replace gym hall flooring.	

Note: Ongoing asset reviews may result in projects being removed from this list.

Appendix B - Future Condition and Suitability Works

Location	Property Type	Proposed Works	Notes
Rubislaw Playing Fields Pavilion	Sports Pavilion	Floor issues to be resolved.	
Social Care & Wellbeing Records Store Unit 2	Premises (Commercial)	Roof drainage replacement.	Ongoing water penetration issues.
St Peter's R.C. Primary School	School-Primary	Kitchen refurbishment.	Part of kitchen replacement programme.

Note: Ongoing asset reviews may result in projects being removed from this list.

Condition

A: Good - performing well and operating efficiently

B: Satisfactory - performing adequately but showing minor deterioration

C: Poor - showing major problems and/or not operating adequately

D: Bad - life expired and/or serious risk of imminent failure

Suitability

A: Good - performing well and operating efficiently. The buildings support the delivery of the service and are considered suitable for use now and in the future.

B: Satisfactory - performing well but with minor issues. The buildings generally support the delivery of services and would be considered suitable. There is room for improvement in certain areas but the property is fundamentally okay.

C: Poor - showing major problems and/or not operating optimally. The buildings impede the delivery of services and would not be considered suitable.

D: Bad - does not support the delivery of services at all. The buildings seriously impede the delivery of services and would definitely not be considered suitable.

Appendix D - Condition Suitability Programme 2012/13 Projects

Location	Property Type	Proposed Works	Status/Notes
Approved Projects			
Abbotswell Primary School	School-Primary	Replace roofs and Lights.	Lights complete. Roofs will be completed in Feb 2013.
Aberdeen Art Gallery	Museum	Phase 1 Roof and ceiling glazing works.	To be completed by Summer 2013.
Aberdeen Art Gallery	Museum	Visitor toilet refurbishment.	To be completed by end of March 2013.
Aberdeen Grammar School	School-Secondary	Window replacements. Phase 2.	To be completed by end of March 2013.
Aberdeen Grammar School	School-Secondary	Replace fencing beside Denburn.	To be completed by end of March 2013.
Aberdeen Grammar School	School-Secondary	Building Energy Management System (BEMS) replacement.	Complete
Adventure Aberdeen Office	Outdoor Centre	Boiler replacement.	Complete
Altens Community Centre	Community Education Centre	Window replacement and roof repairs.	To be completed by Summer 2013.
Ashley Road School	School-Primary	Repainting of external walls.	To be completed by end of March 2013.
Ashley Road School Nursery	School-Primary	Roof, roof drainage and window replacement.	To be completed by Summer 2013.
Balnagask Golf Course Starters Box	Golf Course	Demolish and replace.	To be completed in 2013.
Bankhead Academy	School-Secondary	Demolition.	To be completed by Summer 2013.
Beach Ballroom	Leisure Facility	Phase 1 - Refurbish gents toilets.	To be completed by Summer 2013.
Beach Leisure Centre	Sports Centre	Continuation of Air Handling Unit (AHU) replacement - Phase 2.	Complete
Central Library	Library	Roof & ceiling works.	To be completed in 2013.
Childrens Home Kingsfield	Childrens Home	Security Measures, lights, gates, DDA and other internal works.	On hold.
Childrens Home Kingsfield	Childrens Home	Replace boiler and add heat emitters.	On hold.
Craighill Primary	School-Primary	Demolition.	To be completed by Spring 2013.
Craigielea Childrens Centre	Childrens Home	Window replacement (Rear Extension).	To be completed in 2013.
Culter School	School-Primary	Repainting of external walls.	To be completed by end of March 2013.
David Welch Winter Gardens	Leisure Facility	Structural Repairs and replace aquarium roof.	To be completed by Summer 2013.
Deeside Family Centre	Family Centre	Refurbishment including window replacement.	To be completed by Summer 2013.
Depot Westburn Park	Depot	Replacement Depot.	To be completed in 2013.
Duthie Park Workshops	Depot	Replacement Depot.	Complete
Dyce Academy	School-Secondary	Heating/BEMS replacement.	Complete
Dyce Academy	School-Secondary	Security Works.	Complete
Frederick St Training Centre	Office	Roof/wall issues to be resolved and works to ground floor.	Roof works complete. Ground floor to be completed Spring 2013.
Harlaw Playing Fields Pavilion	Sports Pavilion	Perimeter fencing replacement.	To be completed by end of March 2013.

Appendix D - Condition Suitability Programme 2012/13 Projects

Location	Property Type	Proposed Works	Status/Notes
Hazlehead Academy	School-Secondary	Girls/Boys Toilet Refurbishment.	To be completed by end of March 2013.
Hazlehead Park Public Convenience	Public Convenience	Demolish and replace with Automated Public Convenience (APC).	On hold.
Health & Safety Budget		Asbestos removal, fire risk assessment works and DDA works.	Complete
Kincorth Sports Centre	Sports Centre	Replacement windows to original building and other external works including roof.	Complete
Kingsford Primary School	School-Primary	Junior boy toilets upgrade.	To be completed by Summer 2013.
Kirkhill Primary School	School-Primary	Re-roof ASN Base.	To be completed by end of March 2013.
Kittybrewster School	School-Primary	Rewiring.	Complete
Memorials in City Centre		Stabilisation and H&S works.	To be completed by end of March 2013.
Reserve Collection, Kittybrewster Depot	Depot	Partial roof replacement.	To be completed by end of March 2013.
Scotstown School	School-Primary	Window replacement and asbestos removal in Kitchen.	Complete
Seaton Park Depot	Depot	Refurbish depot.	To be completed by Summer 2013.
St Machar Academy	School-Secondary	Rewire (Part) and roof replacement.	Rewiring complete. Roof to be completed by Summer 2013.
St Machar Academy Sports Pavilion	School-Secondary	Minor refurbishment including window replacement.	To be completed by Summer 2013.
Stocket Parade Hostel	Group Home	Renew Emergency Lighting and Corridor Lighting.	Complete
Sunnybank School	School-Primary	Refurbish staff toilets and create additional staff toilet.	To be completed by end of March 2013.
The Lemon Tree	Leisure Facility	New heating controls.	To be completed by Summer 2013.
Town House	Office	Roof phase 1.	To be completed by Summer 2013.
Tullos School	School-Primary	Refurbish Staff & Pupil Toilets.	To be completed by end of March 2013.
West North Street Multi-storey Car Park	Car Park (Multi-storey)	Structural Repairs.	To be completed by end of March 2013.
Woodside School	School-Primary	Repoint walls and replace nursery roof.	To be completed by Spring 2013.
Woodside School	School-Primary	Resurface playground.	Complete

Projects Not Progressed

Crematorium	Crematorium	Road and car parking resurfacing.	Completed through revenue.
Kincorth Academy	School-Secondary	BEMS replacement.	Cancelled by EC&S
Public Convenience Demolitions	Public Conveniences	Demolition	Likely to be revenue and two properties no longer require demolition.
Cummings Park Community Centre	Community Education Centre	Window replacement and surface drainage works.	Transferred to 13/14 programme

Appendix D - Condition Suitability Programme 2012/13 Projects

Location	Property Type	Proposed Works	Status/Notes
Abbotswell Primary School	School-Primary	Toilet refurbishment.	Transferred to 13/14 programme
Dyce Community Centre	Community Education Centre	Windows and flat roof replacement. Extend heating system.	Transferred to 13/14 programme
Beach Ballroom	Leisure Facility	Repoint South and East facing elevations.	Transferred to 13/14 programme
Reserve Collection, Kittybrewster Depot	Depot	Major roof replacement and associated M&E plant.	Cancelled by EC&S
Additional Projects			
Cults Primary School	School-Primary	Boiler Replacement (Oil)	To be completed by Summer 2013.
Gilbert Road Childrens Home	Childrens Home	Drainage replacement.	To be completed by end of March 2013.
Beach Leisure Centre	Sports Centre	Structural Survey of Flumes	To be completed by end of March 2013.
Kittybrewster Depot	Depot	Line marking and Lighting	To be completed by end of March 2013.
St Peters Cemetery, King Street	Depot	Re-roof and Refurbishment	To be completed by Summer 2013.
Woodside School	School-Primary	Structural Survey and Rebuild gables	Complete
Projects Carried over from 11/12 programme			
Kincorth Community Centre	Community Centre	Refurbishment	Complete

ABERDEEN CITY COUNCIL

COMMITTEE	Finance & Resources
DATE	21 February 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Corporate Asset Management Plan 2013
REPORT NUMBER:	EPI/13/003

1. PURPOSE OF REPORT

The Report details the Corporate Asset Management Plan, explaining the background to Asset Management, and the strategic importance to the City Council in efficiently utilising its assets to assist in the delivery of all Council services.

2. RECOMMENDATION

The Committee approve the Corporate Asset Management Plan and instructs the Corporate Asset Group to implement and develop the Plan.

3. FINANCIAL IMPLICATIONS

There are no specific implications flowing from this report. The further implementation of Asset Management Planning will result in additional improvements in efficiency of the utilisation of Council assets, potentially producing savings in revenue costs and identifying surplus assets, thereby realising capital receipts.

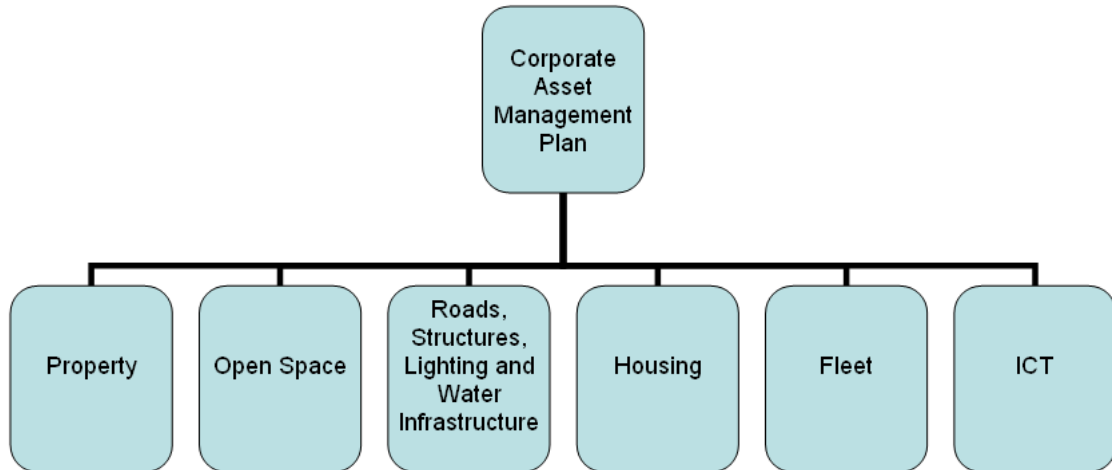
4. OTHER IMPLICATIONS

There are no immediate other implications flowing from this Report.

5. BACKGROUND / MAIN ISSUES

Asset Management is widely recognised by the Scottish Government and Public Bodies as vital to optimising the use and management of assets with the aim of releasing financial and service benefits. This is identified in a recent publication from the Scottish Futures Trust (SFT) entitled "Improving Asset Management across the Scottish Public Sector". Such thoughts have been expressed in earlier publications from Audit Scotland, the Chartered Institute of Public Finance & Accountancy (CIPFA) and various professional bodies.

The diagram below indicates the best practice model for strategic asset management documents, with the Corporate Asset Management Plan (AMP) acting as an umbrella document.



The Council's first Corporate AMP (**Appendix 1**) is now submitted for approval by this Committee. Progress with each individual AMP is identified within the document.

Annual updates of this plan will be submitted to this Committee.

6. IMPACT

Corporate - The continued implementation of Asset Management will ensure that the Council is utilising its assets to support Services in implementing the Single Outcome Agreement. In addition the plan contributes to achieving the vision set out in 'Aberdeen: The Smarter City'. Assets have a particularly important role to play in Smarter Living, Smarter People, Smarter Environment and Smarter Mobility themes.

Public – The continuing improvement to the Council's assets through good asset management practices will help ensure that services are being delivered from an effective asset base.

7. BACKGROUND PAPERS

Property Asset Management Plan 2012 (Non-Housing)

8. REPORT AUTHOR DETAILS

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Corporate Asset Management Plan 2013

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Executive Summary

1.0 Background

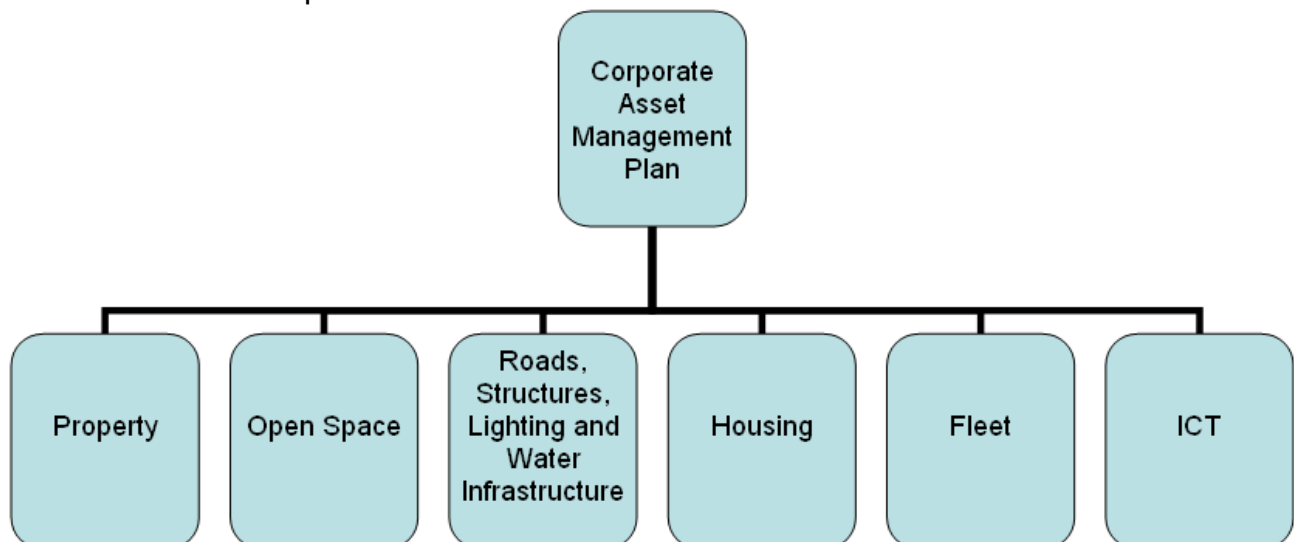
1.1.1 Asset Management is recognised as vital to optimising the use and management of assets with the aim of releasing financial and service benefits. This is identified in a recent publication from the Scottish Futures Trust (SFT) entitled “Improving Asset Management across the Scottish Public Sector”.

1.2 Asset Management Planning in Aberdeen

1.2.1 Aberdeen has become an exciting place to live, work and visit. Aberdeen has evolved into a city with a recognised global reputation for knowledge development, capture and application. Its people have a strong, outward-looking view of the world, grounded in an equally strong sense of their traditional north-east identity. Its continued economic success is benefiting all its citizens and advancing equality in the city such that the City is now highly placed in Europe for quality of living.

1.2.2 Asset management therefore has an important role in maintaining and enhancing Aberdeen’s position. This Council has carried out asset management in other guises for many years but only since 2007 have significant steps been made in corporate asset management and in particular property asset management

1.2.3 The diagram below indicates the best practice model for strategic asset management documents, with the Corporate AMP acting as an umbrella document. Each detailed asset management plan will follow a broadly similar structure although by the very nature of the different types of assets they approach asset management in different ways when required. However, they will have a common theme of offering a critical appraisal of existing asset performance as well as identifying future investment requirements.



2.0 Council's Vision and Asset Objectives

2.1.1 The Council's approved vision for our assets is:-

“The Council will provide assets, working with partners, where appropriate, which support the Council in the delivery of quality services by being fit for purpose, accessible, efficient, suitable and sustainable.”

2.1.2 In order to deliver our Strategic Priorities, we have identified 6 overarching asset aims and objectives that will seek to ensure that the Council's assets are fit for purpose within the current budgetary restraints.

- **Assets must meet the needs of those that use them.** As assets are used by all Services to assist in their delivery of services, they are vital in ensuring continuing support to all citizens, users of the Council's services, and the local economy.
- **Assets must be economically sustainable.** This means keeping running costs down, considering the reuse of assets rather than renewal, undertaking option appraisals incorporating whole life costing for projects and assessing opportunity costs where relevant.
- **Assets must be safe and comply with current legal requirements.**
- **Assets must make a strategic impact.** Ensuring that our assets contribute to the outcomes set out within our Single Outcome Agreement, our strategic priorities and address challenges.
- **Assets must be environmentally sustainable.** Ensuring that asset decisions take into account both the local and global environment and make a positive contribution to a sustainable community.
- **Work with our partners where practical to encourage joint working, sharing of assets and shared asset strategies.**

3.0 Delivery Arrangements

3.1 Corporate Asset Group

3.1.1 The Corporate Asset Group (CAG) continues to generate a culture and awareness of asset management within the Council. As a result significant improvements in asset management processes have been made. The importance of the Group continues to be recognised particularly in terms of the support it provides to all Services in developing their Service Asset Management Plans, considering the corporate impact of service demands for new assets and therefore the management of the Capital Projects and Programmes process.

3.2 Asset Management Plans

3.2.1 Asset Management Plans for each of the asset types are already in place or are programmed for completion during 2013. Progress with each AMP is shown in Sections 4-9. Annual updates are required, with best practice suggesting a comprehensive review every 3 years. Service AMP's are also subject to annual update.

4.0 Performance Management

4.1.1 The effectiveness of this asset management strategy needs to be measured. Key Performance Indicators will therefore be needed for each of the AMPs. Those selected should give an overview of the performance across the asset groups or specific asset groups. Existing performance indicators, statutory performance indicators or benchmarking indicators can be used but in some cases new indicators may require to be devised.

5.0 Capital Strategy and Funding – Non-Housing

5.1.1 The Council faces real challenges in funding capital projects and the demands for new infrastructure and buildings. Recent years have seen a decline in the capital programme, which means that several projects have not been funded. The Councils debt charges have been targeted for reduction, which means that borrowing to support the programme is not a desirable option. As such future capital programmes will be primarily funded through the Scottish Government grant and capital receipts.

5.1.2 The Council has an approved a Corporate Process for the Prioritisation of Non-Housing Capital bids. This process is due for review and the revised version will be submitted to the Finance & Resources Committee for approval during 2013.

6.0 Approved Non-Housing Capital Projects 2012-2015

6.1.1 The approved three year Capital Programme against each asset group is summarised below. A full list of the projects can be seen in **Appendix A**. It should be noted that projects in some cases may have part funding from previous capital programmes or will require funding in future programmes. Any grant funding is not factored into these figures.

	3 Year Budget £000's
Property	58,107
Open Space	8,269
Infrastructure	33,540
Fleet	1,200
ICT	342

7.0 Capital Strategy and Funding – Housing

7.1.1 The Council is working towards a 30 Year business plan which demonstrates the long term affordability of maintaining and improving the Council housing stock. The Housing Capital Programme is an integral element of the long term plan. The monies required to fund the housing capital programme can be achieved through a combination of external borrowing, capital grants and a revenue contribution. The primary revenue income is rent which means the Housing Capital Programme is closely tied to the rent strategy.

8.0 Approved Housing Capital Projects 2012/13

8.1.1 The approved Capital Programme is summarised below.

Heading	Determination	£000s
SHQS	Compliant with tolerable standard	600
	Free from Serious Disrepair	9,301
	Energy Efficiency	7,635
	Modern Facilities and Services	16,410
	Healthy Safe and Secure	2,576
Non SHQS	Community Plan and SOA	4,306
	Service Development	250
	Service Fees	5,923
Total		47,001

9.0 Key Priorities

9.1.1 Several key tasks have been identified by the CAG as key to ensuring the continued implementation of asset management. This includes the completion of AMP's for all asset groups. A timetable for completion of the various AMP's is included within this document.

1. Background

1.1 Asset Management Planning

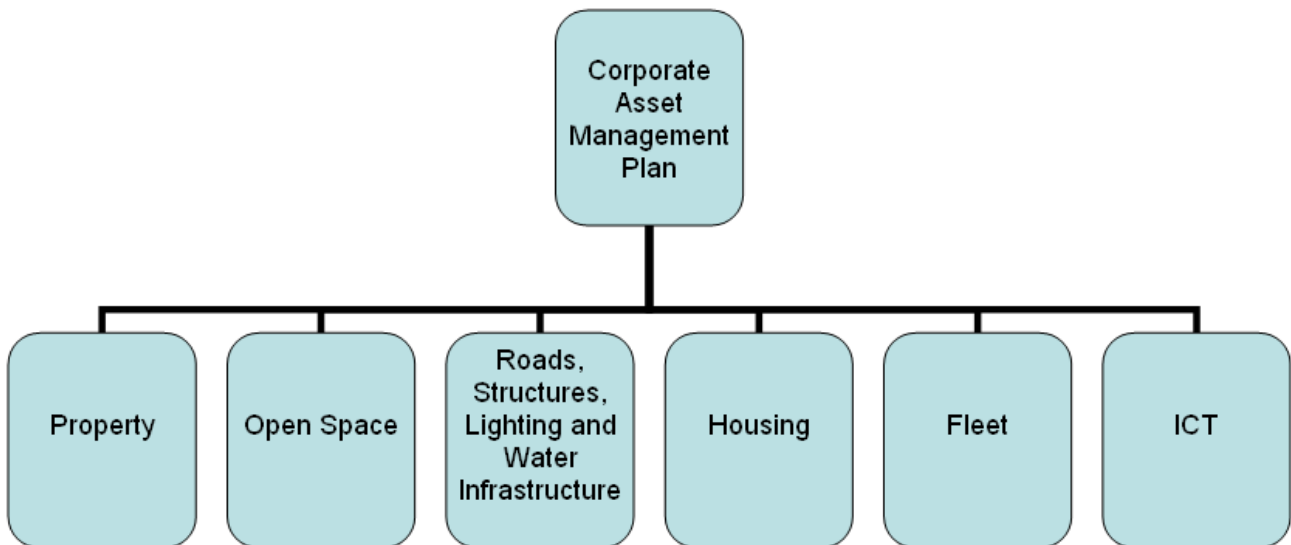
- 1.1.2 Asset Management is widely recognised by the Scottish Government and Public Bodies as vital to optimising the use and management of assets with the aim of releasing financial and service benefits. This is identified in a recent publication from the Scottish Futures Trust (SFT) entitled “Improving Asset Management across the Scottish Public Sector”. Such thoughts have been expressed in earlier publications from Audit Scotland, the Chartered Institute of Public Finance & Accountancy (CIPFA) and various professional bodies.
- 1.1.3 Asset Management Planning simply put ‘is the activity that ensures that the assets make the maximum possible contribution to achieving the goals and objectives of an organisation.
- 1.1.4 All Councils across Scotland have taken up Asset Management to some degree. However, there are few that could say that they have fully developed Asset Management Plans for all their assets.

1.2 Asset Management Planning in Aberdeen

- 1.2.1 Aberdeen has become an exciting place to live, work and visit. Aberdeen has evolved into a city with a recognised global reputation for knowledge development, capture and application. Its people have a strong, outward-looking view of the world, grounded in an equally strong sense of their traditional north-east identity. Its continued economic success is benefiting all its citizens and advancing equality in the city such that the City is now highly placed in Europe for quality of living.
- 1.2.3 Asset management therefore has an important role in maintaining and enhancing Aberdeen’s position. This Council has carried out asset management in other guises for many years but it wasn’t until 2007 that the Council actively set out to implement asset management. Part of this initial step was to ask CIPFA to perform a review of asset management within the Council. These findings were included within the 2009 Property AMP. Significant steps have been made since then both in corporate asset management and in particular property asset management.
- 1.2.4 Asset management is now well developed within the Council. Significant improvements have been made in essential processes/procedures as well as the ongoing improvements to actual assets. This good work is set to continue in future years through the evolving culture within all services and various work streams subject to funding availability.
- 1.2.5 The expected growth in the population and the new communities created as a result, along with demographic changes within existing communities creates challenges in asset management terms. This includes identifying provision for new assets, rationalisation of assets and identifying appropriate funding.
- 1.2.6 Also of note is a significant push from the Scottish Government, through the SFT to improve joint working and integration with all public sector partners. The Council is

already an active contributor to the work of the Grampian Public Sector Strategic Asset Group (GPsSPAG) (a network of public sector partners in the Grampian area).

1.2.7 The diagram below indicates the best practice model for strategic asset management documents, with the Corporate AMP acting as an umbrella document. Sections 4-9 of this document goes on to show the progress with each of the individual AMP's. Each detailed asset management plan will follow a broadly similar structure although by the very nature of the different types of assets they approach asset management in different ways when required. However, they will have a common theme of offering a critical appraisal of existing asset performance as well as identifying future investment requirements.



2. Corporate – Objectives and Priorities

2.1 Council's Vision and Asset Objectives

2.1.1 The key to ensuring that our assets deliver what is required for Aberdeen, both now and in the future, is ensuring that our use and management of assets is aligned to our strategic objectives and priorities.

2.1.2 The Council's Vision and strategic priorities are set out in 'Aberdeen – the Smarter City'. To realise this vision, Aberdeen City Council is working to support:

An ambitious, achieving, smart city, which:

- Develops an economy based on knowledge and innovation;
- Encourages more efficient use of greener resource which generates a competitive economy;
- Uses technology and data to enable informed decisions to be taken;
- Enables citizens to interact in a city where there is a sense of place; and
- Encourages a form of governance which engages citizens.

Strategic priorities are set out under specific themes:

- Smarter Governance
- Smarter Living
- Smarter People
- Smarter Environment
- Smarter Economy
- Smarter Mobility

Assets have a particularly important role to play in Smarter Living, Smarter People, Smarter Environment themes and Smarter Mobility.

2.1.3 The Council's approved vision for our assets is:-

“The Council will provide assets, working with partners, where appropriate, which support the Council in the delivery of quality services by being fit for purpose, accessible, efficient, suitable and sustainable.”

2.1.4 In order to deliver our Strategic Priorities, we have identified 6 overarching asset aims and objectives that will seek to ensure that the Council's assets are fit for purpose within the current budgetary restraints.

- **Assets must meet the needs of those that use them.** As assets are used by all Services to assist in their delivery of services, they are vital in ensuring continuing support to all citizens, users of the Council's services, and the local economy.
- **Assets must be economically sustainable.** This means keeping running costs down, considering the reuse of assets rather than renewal, undertaking option appraisals incorporating whole life costing for projects and assessing opportunity costs where relevant.

- **Assets must be safe and comply with current legal requirements.**
- **Assets must make a strategic impact.** Ensuring that our assets contribute to the outcomes set out within our Single Outcome Agreement, contribute to our strategic priorities and address challenges.
- **Assets must be environmentally sustainable.** Ensuring that asset decisions take into account both the local and global environment and make a positive contribution to a sustainable community.
- **Work with our partners where practical to encourage joint working, sharing of assets and shared asset strategies.**

3. Delivery Arrangements

3.1 Corporate Asset Group

3.1.1 The Corporate Asset Group continues to generate a culture and awareness of asset management within the Council. As a result significant improvements in asset management processes have been made. The importance of the group continues to be recognised particularly in terms of the support it provides to all Services in developing their Service Asset Management Plans, considering the corporate impact of service demands for new assets and therefore the management of the Capital Projects and Programmes process.

3.1.2 The Head of Asset Management & Operations continues to chair the group, with the following officials representing each Service:-

- Head of Finance, Corporate Governance
- Head of Environment Services, Housing & Environment
- Head of Regeneration and Housing Investment
- Head of Service, Office of Chief Executive
- Head of Customer Service and Performance
- Head of Adult Services
- Head of Educational Development, Policy and Performance
- General Manager, Asset Management

3.2 Asset Management Team Function

3.2.1 The Asset and Capital Management function brings together Asset Management, Corporate Asset Management System, Design and Energy Management. These teams are core to the success of Asset Management and the support provided to other services in developing asset management plans.

3.3 Service Representatives

3.3.1 Each Service has a nominated official who acts as the direct link with the Asset Management Team. In most cases they also coordinate the Asset Management Plans (AMP) and Service Asset Management Plans (SAMP) for their service. Members of the Asset Management Team meet with Service Reps on a six weekly basis to discuss the key issues.

3.4 Asset Management Plans

3.4.1 Asset Management Plans for each of the asset types are already in place or are programmed for completion during 2013. Details of the progress with each AMP are shown in Sections 4-9. Annual updates are required, with best practice suggesting a comprehensive review every 3 years. Service AMP's are also subject to annual update.

3.5 Partnership & Collaboration

- 3.5.1 The Council needs to work closely with partners, particularly those within the public sector to ensure joint opportunities for efficiencies are explored. Through the GPsSPAG a number of policies and procedures have been agreed to allow public property assets to be used more efficiently between partners including model occupancy agreements (used by the Council to regularise occupation of 3R schools by Grampian Police and NHS Grampian) and sharing information on potentially surplus assets.
- 3.5.2 The ongoing joint working within this group shows that there are real opportunities for the Council. Individual AMPs will explore the possibility of similar approaches and will outline how these can be progressed.

3.6 Communication

- 3.6.1 Communicating the purpose, benefits and achievements of asset management, particularly corporately is an essential component for success. Training for members and officers has been made available in the past, with the focus at the time primarily on property assets. It is necessary to review the requirements for both members and officers, to ensure that there is sufficient asset management knowledge. The level of training required will vary, particularly between asset groups. A review will be carried out to establish an appropriate way forward.
- 3.6.2 All the approved AMPs are available on the Council's website along with some general information and contact details. In addition there is now a Property Asset Management toolkit available on the Council's internal website. This holds all the essential information for Services and includes links to documents such as the Service AMP guidance and suitability assessment proforma.

4. Property Asset Management Plan

Status – 2012 PAMP approved by Finance & Resources Committee 4 October 2012

Lead Service – Enterprise Planning & Infrastructure

4.1 Introduction

4.1.1 The Council owns a hugely diverse property portfolio containing around 1200 assets, including both land and buildings. It is a constantly evolving portfolio with assets being sold, built and leased all resulting in changes to the overall numbers.

4.1.2 The Council's first Property Asset Management Plan (PAMP) was approved by the Resources Management Committee in June 2009 and updated annually thereafter. It is recognised as good practice to have a complete review of the PAMP every three years with annual updates in between.

4.2 Assets Included

Asset Type	Number	Grouping
Car parks (incl multi-storey and staff)	24	Operational
Childrens Homes	4	Operational
Community Centres	44	Operational
Depots/Stores	47	Operational
Education	70	Operational
Family Centres	6	Operational
Homes and Hostels	17	Operational
Libraries	17	Operational
Miscellaneous (e.g. Crematorium)	5	Operational
Museums/Galleries	5	Operational
Office	34	Operational
Public Conveniences	13	Operational
Leisure Facilities	5	Operational
Sports Facilities	3	Operational
Construction/Refurbishment funded	9	Operational
Aberdeen Performing Arts	3	Operational Trust
Sports Trust Managed	35	Operational Trust
Vacant but not Declared Surplus	17	Not Declared Surplus
Held for Roads Improvement	6	Vacant (Roads Improvement)
Business Centres	3	TNRP
Car parks and spaces	19	TNRP
Commercial (Other)	9	TNRP
Depots/Stores	14	TNRP
Factory/Industrial Units	116	TNRP
Farm and field leases	31	TNRP
Garage sites and lock-ups	61	TNRP
Ground Leases	321	TNRP
Homes and Hostels	18	TNRP
Miscellaneous Assets	8	TNRP
Offices	35	TNRP
Sports Facilities	5	TNRP
Shops	92	TNRP
SITA Managed Assets	7	TNRP
Staff Houses	41	TNRP
Community Facilities	6	TNRP
Various Surplus Assets	60	Surplus Assets

4.3 Aims & Objectives

4.3.1 Our approved vision for property assets is:-

“The Council will provide property, working with partners, where appropriate, which supports the Council in the delivery of quality services by being fit for purpose, accessible, efficient, suitable and sustainable.”

There are 7 overarching property aims and objectives that will seek to ensure that the Council’s assets are fit for purpose within the current budgetary restraints.

- **Assets must meet the needs of those that use them.** This includes staff, elected members, visitors, customers and the general public, people with disabilities or special needs and other minority groups. This means creating a comfortable and accessible environment that makes a positive contribution to the use to which the asset is put. It also means asking people what they think about our property assets and responding to their needs.
- **Assets must be economically sustainable.** This means keeping running costs down, prioritising capital spending, considering the reuse of assets rather than renewal, proper option appraisal incorporating whole life costing and assessing opportunity costs.
- **Assets must be safe and comply with current legal requirements and any future requirements.** This means ensuring that regular surveys and inspections for asbestos, legionella, fire and health and safety as well as physical conditions surveys and Disability Discriminations Act (DDA) audits are undertaken.
- **Assets must make a strategic impact.** Ensuring that our property decisions are linked to decisions on other Council resources (staff, IT, finance) and that asset management contributes to our strategic priorities and challenges.
- **Assets must be environmentally sustainable.** Monitoring and reducing energy consumption and CO₂ emissions, ensuring that asset decisions take into account both the local and global environment and make a positive contribution to a sustainable community.
- Working with our public sector partners, primarily in the Grampian Public Sector Strategic Property Asset Group. We are developing a shared strategy to **encourage the sharing of property assets where practical.**
- **Heritage Assets should be maintained to a high standard.** Ensuring the Council upholds its responsibilities in maintaining our built heritage.

4.4 Investment Requirements

Approved capital projects 2012-2015

- New Additional Supports Need School
- New Children’s Home (Marchburn House)
- New Homeless Accommodation (Victoria House)
- School Estate Strategy (Riverbank/Bucksburn & Newhills)

- Tullos Pool - Refurbishment
- Condition & Suitability Rolling Programme
- Corporate Office Accommodation Improvements
- Frederick Street Relocations - Crombie Road
- Frederick Street Multi Storey Car Park
- Duthie Park & Winter Gardens Replacement Greenhouses
- Reserve Collection Store

Funding requested for 2015-2018 include

- Energy from Waste Plant
- New Replacement Childrens Home
- New Academy to the South
- Art Gallery Refurbishment
- Music Hall Refurbishment
- New Milltimber Primary

5. Open Space Asset Management Plan

Status – Open Space Strategy in place. First Open Space AMP required.

Lead Service – TBC

5.1 Introduction

5.1.1 Aberdeen City is renowned for its beautiful parks and open spaces, which are considered to be some of the best green spaces in Scotland. This makes for a beautiful city environment and contributes to our quality of life. There is growing evidence that quality and accessible open spaces play a vital role in the health and wellbeing of everyone. Good quality open spaces provide opportunities for outdoor recreation, physical exercise and promote social interaction and cohesion. It is recognised that open spaces play an important role in reducing and mitigating the effects of climate change and the conservation of biodiversity. They act as green lungs for the city and its residents and help in absorbing carbon emissions. Developing and managing quality open spaces is a major challenge that demands resources and time. This cannot be achieved by an individual or an organisation and requires joint working and a partnership approach.

5.1.2 The Council has an approved Open Space Strategy, which covers many aspects of what would be considered an Open Space AMP. In addition the Housing & Environment AMP approved at the Housing & Environment Committee on 28 August 2012 also identifies some key asset management issues. There is now a need to bring this information together, within the Open Space AMP.

5.2 Assets Included

- Public Parks and Gardens
- Amenity Greenspace
- Play Space for Children
- Sports Areas
- Green Corridors
- Allotments
- Natural Semi-Natural
- Civic Space
- Burial Grounds
- Former Landfill Sites
- Park/Street Furniture

5.3 Aims & Objectives

5.3.1 To be determined with the Vision, Aims and Objectives from Open Space Strategy to act as a starting point.

5.4 Investment Requirements

Approved capital projects 2012-2015

- Ness Landfill Restoration
- Hill of Tramaud Landfill - Change of Law Costs
- Duthie Park Restoration

Funding requested for 2015-2018

- Leachate and Gas Control Measures at Ness Landfill
- Hill of Tramaud Landfill - Change of Law Costs (further phase)
- Play equipment – removal/replacement

6. Infrastructure Asset Management Plan

Status – Road AMP approved at Enterprise Planning & Infrastructure on 11 September 2012. First Infrastructure AMP to be completed in 2013.

Lead Service – Enterprise Planning & Infrastructure

6.1 Introduction

6.1.1 The Council had its Roads AMP approved in 2012. This did not cover the full range of infrastructure assets and work is required to extend this document so that it covers all of the infrastructure assets the Council is responsible for. This document will cover all the assets listed.

6.2 Assets Included

- Carriageways – e.g. Adopted Roads Network
- Footways, Cycleway and Verges
- Lighting
- Signs, Barriers and Street Furniture
- Bridges & Other Structures
- Water Related Assets – e.g. Coastal/Flood Defences
- City Broadband

6.3 Aims & Objectives

6.3.1 To be determined by AMP.

6.4 Investment Requirements

Approved capital projects 2012-2015

- Planned Renewal & Replacement of Road Infrastructure
- Aberdeen Western Peripheral Route
- Cycling Walking Safer Streets Grant
- Access from the North
- City Broadband

Funding requested for 2015-2018

- Planned Renewal & Replacement of Road Infrastructure
- Aberdeen Western Peripheral Route (AWPR)
- Central Aberdeen Infrastructure
- A96 Link Road and Park & Choose
- Upgrade of Signage for AWPR
- Rob Roy Bridge structural improvements

7. Housing Asset Management Plan

Status – Being developed

Lead Service – Housing & Environment

7.1 Introduction

7.1.1 The housing stock for Aberdeen City Council has continued to reduce over the years because of the Right to Buy, however the Council applied for Pressured Area Status (PAS) in 2007 which has resulted in a decrease of applications being made by tenants to purchase their properties. In 2012 the Council extended the number of PAS letting areas to 50 and this will contribute to further reductions in RTB sales. The main reasons for applying PAS are due to the Council experiencing an increase in waiting lists coupled with the number of relets of properties declining, subsequently putting pressure on meeting housing needs in the City. Further pressure has been exerted on the Council's ability to meet housing needs by the number of homeless households in priority need who had to be offered permanent accommodation to meet the Scottish Government's homeless target by December 2012.

7.1.2 The Council has recently embarked on a new build housing programme which has provided 151 new homes and is also working with local developers through the National Housing Trust (NHT) to provide 85 mid-market rent properties. At this time the Council does not have plans to provide any new properties in the immediate future, however this could change once the Framework for Regeneration is completed and implemented.

7.1.3 Housing & Environment has started to develop an appropriate asset management plan for its fifty nine multi storey flatted blocks, which accounts for 20% of the housing stock. This will be conducted with external stock condition and asset management advice and will be supplemented by investment in new systems. Collectively it will form the blueprint for a fuller asset management plan to follow in the remainder of 2013.

7.1.4 The context within which Plan will operate is:-

- A current demand made to the Council for rented housing creates a waiting list in excess of 6,000
- Customer and tenancy demand which is changing to reflect demographic or tenant changes
- An investment programme which is spearheaded by meeting SHQS standards and carbon reduction targets

7.2 Assets Included

- Multi-Storey Blocks
- Non-Traditional Housing Types
- Traditional Housing Types

- Sheltered Housing

7.3 Aims & Objectives

7.3.1 To be determined by AMP.

7.4 Investment Requirements

Current Housing Capital Programme

- Victoria House Flatted Accommodation
- Scottish Housing Quality Standards
 - Compliant with the tolerable standard
 - Free from Serious Disrepair
 - Energy Efficient
 - Modern Facilities & Services
 - Healthy, Safe & Secure
- Non Scottish Housing Quality Standards

2013/14 Housing Capital Programme

Heading	Determination	£000s
SHQS	Compliant with tolerable standard	1,250
	Free from Serious Disrepair	11,050
	Energy Efficiency	7,305
	Modern Facilities and Services	13,894
	Healthy Safe and Secure	3,476
Non SHQS	Community Plan and SOA	4,100
	Service Development	250
	Service Fees	5,605
Total		46,930

8. Fleet Asset Management Plan

Status – Plan to be approved at Finance & Resources Committee 21 February 2013

Lead Service – Enterprise Planning & Infrastructure

8.1 Introduction

8.1.1 Meeting the requirements of our Fleet Operators License is of vital importance to the delivery of services across the Council. Fleet Management is therefore encompassed within the asset management team to ensure the principles of sound asset management are adopted within this service area.

8.1.2 The Council, as a Fleet Operator, manages and maintains a wide range of vehicles and plant to enable a number of services to operate efficiently. The operation has a legislative basis and failure to meet the requirements of the Traffic Commissioner could lead to a suspension of the license and added costs for the Council to deliver services.

8.2 Assets Included

- Vehicles and Plant - 1800
- Vehicle Workshop - 1

8.3 Aims & Objectives

8.3.1 The aims and objectives in providing a Fleet Maintenance Service is to ensure that the Council continues to operate vehicles which are fit for purpose for delivering services, meet all of the requirements of our operators license and satisfies all Health & Safety, Legislative and Statutory requirements

8.3.2 Goals:-

- Ensuring Council Services have the appropriate vehicles to carry out their responsibilities and duties
- Maintaining vehicles to VOSA (Vehicle Operator Services Agency) standard
- Ensuring Fleet Asset Management information and data is collected and stored effectively
- Demonstrating Best Value
- Considering the needs of Stakeholders
- Ensuring vehicles are environmentally friendly
- Maintaining the City Council's Operator's Licence

8.4 Investment Requirements

Approved capital projects 2012-2015

- Hydrogen Buses

Revenue Replacement Programme

A draft 5 year replacement programme has been established and is included within the Fleet AMP.

9. ICT Asset Management Plan

Status – Approved by Finance & Resources Committee on 6 December 2012

Lead Service – Corporate Governance

9.1 Introduction

9.1.1 The ICT Section within Corporate Governance is committed to working within the Council and with its partner organisations to deliver a value for money, secure, quality service which enables business innovation through its use of ICT. The first ICT Asset Management Plan was approved in December 2012 and will be reviewed on an annual basis thereafter.

9.2 Assets Included

- Data Centre and network communication facilities incorporating Server Racks, Uninterrupted Power Supplies (UPS), Generators and Air Conditioning;
- Communication Lines and network equipment including cabling, wireless access points, controllers, switches, routers and hubs;
- Telephone Systems and handsets, including mobile phones, Blackberry and other smart phone devices;
- Desktop computers, laptops and thin client devices;
- Servers;
- Shared network and local storage and backup facilities;
- Shared network and peripheral devices (printers and scanners);
- Local peripheral devices (USB memory sticks, printers, scanners);
- Enterprise Applications (Internet/Intranet presence, E-mail, Content Management, Firewall, Security);
- Enterprise Database Systems (Oracle and SQL Server);
- Enterprise Agreements, Contracts and Certificates;
- Data and Information

9.3 Aims & Objectives

9.3.1 In designing our approach to ICT asset management we have identified the following 5 overarching aims and objectives that will seek to ensure that the Council's ICT assets are fit for purpose within the current budgetary restraints:-

- ICT Assets should meet the needs of those that use them. This includes staff, members, pupils, visitors, customers and the general public through the different access channels (face to face, telephone and online). ICT Asset access needs to consider access for those with disabilities and or special needs, such as additional language support.
- ICT Assets should be economically sustainable with minimal operating costs on a whole life costing model. This means keeping running costs down, maximising existing asset use, reducing duplication and waste while planning for future capacity requirements, prioritising capital and revenue spending,

proper option appraisal incorporating whole life costing and assessing opportunity costs. ICT Asset acquisition will follow evaluation and consideration of full life cycle costs and benefits appraisal.

- ICT Assets should be environmentally sustainable. This means considering local and global environmental factors, monitoring and reducing energy consumption and CO₂ emissions through the whole ICT life cycle from manufacture, packaging, utilisation and disposal.
- ICT Assets must be safe, secure and comply with current legal and regulatory requirements and known future requirements. This means ensuring regular audits for DSE requirements and PAT testing of all ICT Assets, regular preventative maintenance and testing of critical ICT assets such as UPS and Air Conditioning within Data Centre and communications room facilities, compliance with WEEE regulations for electrical disposals, compliance with software licensing terms and conditions, compliance with Data Protection Act (DPA) and Disability Discriminations Act (DDA) when designing new ICT systems.
- ICT Assets should link to the Council's strategic business objectives. This means that governance and decision making around ICT Assets are integral to the strategic planning process and managed to deliver its strategic priorities and service in line with risk, providing value for money services for the benefit of the local community.

9.4 Investment Requirements

Approved capital projects 2012-2015

- Information Communication Technology Connectivity
- Replacement of Education Management Information System
- ICT Investment Programme (Revenue)

Funding requested for 2015-2018

- ICT Data Centre
- Technology Investment Requirements

10. Performance Measures

10.1 Introduction

10.1.1 The effectiveness of this asset management strategy needs to be measured. Key Performance Indicators will therefore be needed for each of the AMPs. Those selected should give an overview of the performance across the asset groups or specific asset groups. Existing performance indicators, statutory performance indicators or benchmarking indicators can be used but in some cases new indicators may require to be devised.

10.1.2 At this time indicators have not been selected for inclusion in the Corporate AMP as the AMPs are either in progress or have been recently approved. The exception is the Property AMP which is now in its fourth year and has appropriate indicators. In addition the Carbon Reduction Targets are well established and provide performance across a range of assets. These indicators are as follows:-

1) 23% reduction in CO₂ emissions by 2015 (based on 2008/09 emission levels)

The volume of CO₂ emitted from Council operations has been monitored over the past 4 financial years (2008/09 – 2011/12). This includes emissions from business travel, fleet, some Council housing (59 multi-storey blocks, consisting of approximately 4,500 flats), public buildings, street lighting, water and waste disposal. The graph below shows the trend for emissions for each of these groups.

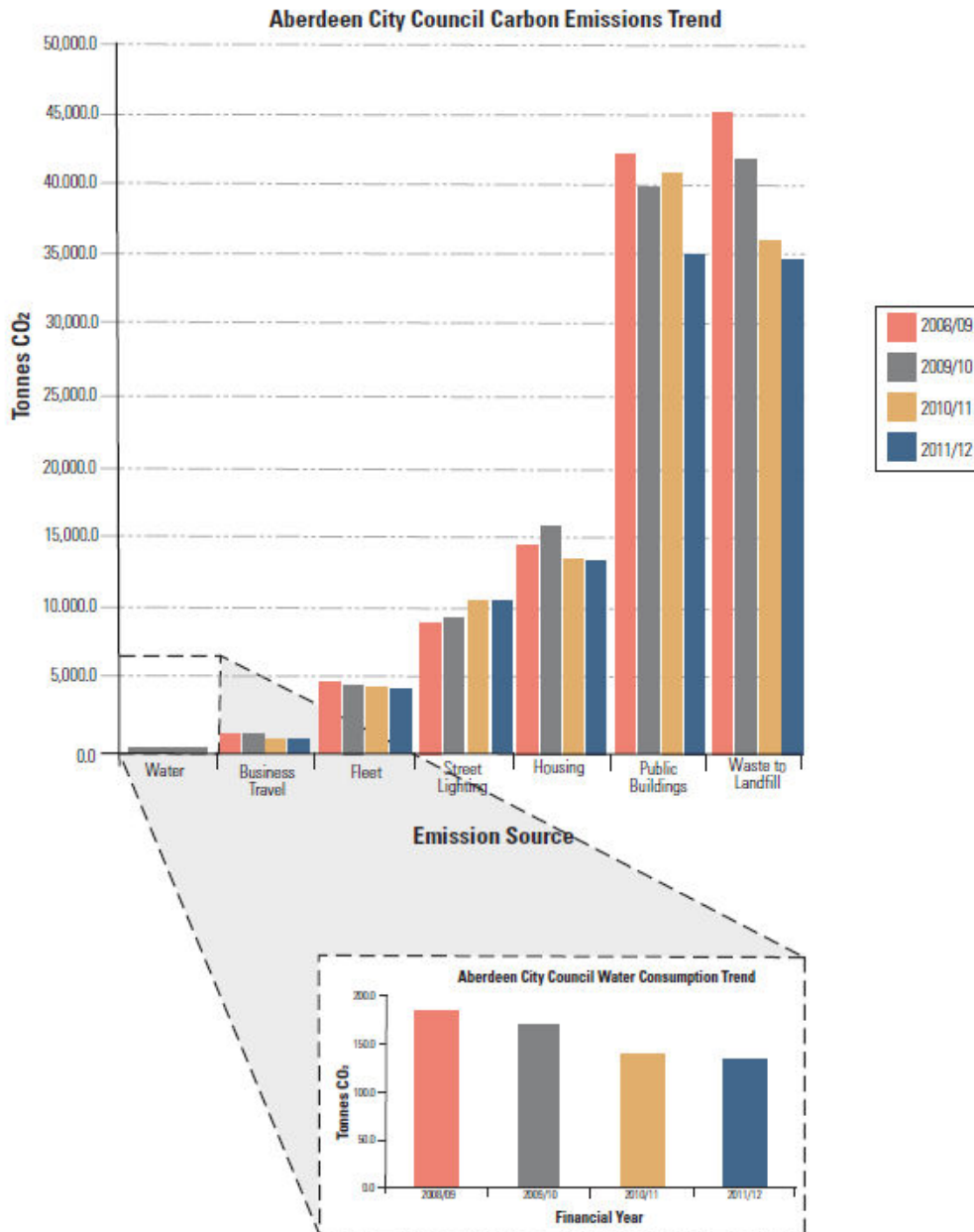


Figure 2: Aberdeen City Council Carbon Emission Trend 2008/09 – 2011/12

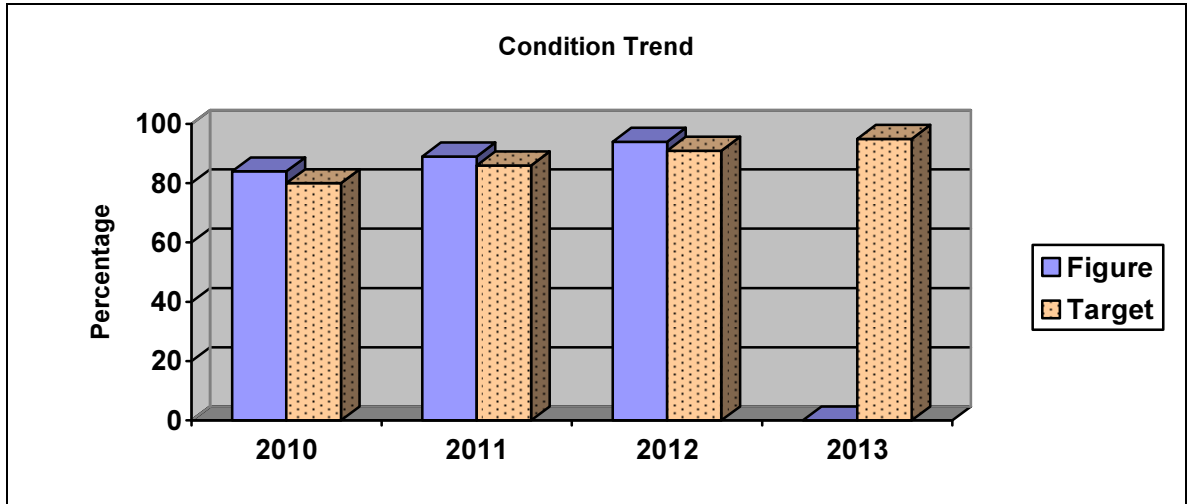
* carbon emissions associated with housing are for 2010/11 due to issues with the accuracy of data supplied for 2011/12.

Source: Aberdeen City Council Carbon Management Plan Progress Review 2011/12

A 4.6% reduction must be achieved year on year until 2015. To date, the Council has achieved a **15.5%** reduction in its carbon footprint, the equivalent of 17,001 tonnes CO₂ since 2008/09. This means the Council is on track to meet its target of a 23% reduction in carbon emissions by 2015 but must continue this trend and further reduce emissions by over 8,000 tonnes by 2015.

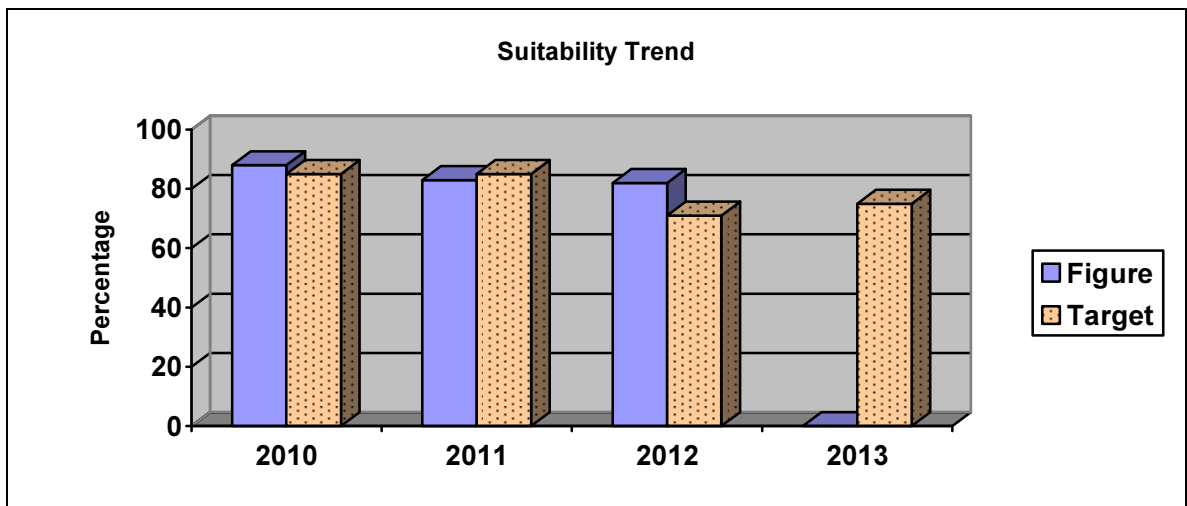
- 2) **The proportion of operational accommodation that is in a satisfactory condition.**

The trend continues to show an improvement, with the 2012 figure being **94%**. There are currently no plans in place that would make significant improvements next year but small improvements will come through the Condition and Suitability programme. Taking this into account a target for next year of 95% has been set. The trend since 2010 is shown below.



3) The proportion of operational accommodation that is suitable for its current use.

The figure has dropped very slightly from 81.6% to **81.5%**. A drop in the figure was anticipated due to the implementation of the non-school suitability form, which as expected, will result in further assets being assessed as unsuitable. As such a target of 75% has been set. The trend since 2010 is shown below.



11. Capital Strategy and Funding – Non-Housing

11.1 Introduction

11.1.1 The Council faces real challenges in funding capital projects and the demands for new infrastructure and buildings. Recent years has seen a decline in the capital programme, which means that several projects have not been funded. The Councils debt charges have been targeted for reduction, which means that borrowing to support the programme is not a desirable option. As such future capital programmes will be primarily funded through the Scottish Government grant and capital receipts. In 2012 the Council moved to a three year capital programme to allow for easier management and greater certainty. Plans are now in place to move to a five year programme.

11.1.2 The Council has an approved Corporate process for the prioritisation of non-housing Capital bids. This process is due for review and the revised version will be submitted to the Finance & Resources Committee for approval during 2013. A robust process is essential as the investment needs now flowing from the AMP's exceed the available funding. Without this process in place funding may not be allocated to the correct priorities.

11.2 Approved Non-Housing Capital Projects 2012-2015

11.2.1 The current approved three year Capital Programme (in February 2012) split against each asset group is summarised below. A full list of the projects can be seen in **Appendix A**. It should be noted that projects in some cases may have been part funded from previous capital programmes or will require funding in the future programme. Any grant funding is not factored into these figures.

	3 Year Budget £000's
Property	58,107
Open Space	8,269
Infrastructure	33,540
Fleet	1,200
ICT	342

11.3 Future Programme 2015-2018

11.3.1 Services submitted new Capital bids in 2012 for inclusion within the 2015-2018 programme. Following the approved process for capital bids the programme will be submitted to the full City Council budget meeting on 14 February 2013. Certain projects will be offset by Developers Contributions, capital receipts and grant funding. Also of note is the proposed addition of projects being funded through revenue rather than capital, subject to these projects being able to demonstrate whole life cost effectiveness.

11.4 Future Investment

11.4.1 It is recognised that the bids submitted thus far do not encompass the full investment needs of assets over the next 10 years. In late 2012 The Corporate Management Team (CMT) requested that a high level review be carried out to identify such investment requirements. From this it was apparent that there was significant investment required well beyond the Councils financial capacity. A follow up piece of work is now progressing lead by CMT to review how this can be funded, in particular looking beyond the traditional capital and revenue routes.

11.5 Capital Receipts

11.5.1 General Services - Capital receipts (sales of assets) are integral to the affordability of the current and future non-housing capital programme. The target for the General Services Account across 2012/13 – 2014/15 is £20 million. By projecting income from receipts over a 3 year period more flexibility can be established, given requirements of many sales project to achieve planning permission, etc. £6.141m of receipts were achieved in 2012/13 and current predictions are that the £20m target can be met. It is anticipated that additional receipts will have to be identified to assist with the delivery of the proposed Capital Programme 2013/14 – 2016/17.

11.6 Developers Contributions

11.6.1 Developers contributions are monitored by the Asset Management Team, ensuring their allocation and subsequent spend. In some cases these contributions can be used to fund existing capital projects or used to enhance projects. These contributions are particularly important to the building of new schools.

11.6.2 The total contribution from Developers between 2007 and 2012 was £3.44m. It is expected that this figure will rise significantly as work continues on reviewing the legal agreements in place from that period and from development flowing from the implementation of the New Aberdeen Local Development Plan.

11.7 Alternative Funding

11.7.1 Pressures on the capital programme mean that alternative funding methods are becoming increasingly important. Recognised routes of applying for grant funding such as through the Heritage Lottery Fund has been successful in obtaining funding for the Duthie Park Restoration and similar assistance will be required if the redevelopment of the Art Gallery is to be successfully progressed.

11.7.2 Non traditional routes are also being explored with an example already in place within the Council; this being the 3Rs Project which was implemented through a Public Private Partnership (PPP) using a non-profit distributing organisation with support from the Scottish Government. Similar Scottish Government support is likely to be available for further Schools projects through the SFT. Such projects are likely to be implemented through Design Build Finance & Maintain (DBFM) contracts provided by the Hub Imitative.

12. Capital Strategy and Funding – Housing

12.1 Introduction

12.1.1 The Council is working towards a 30 Year business plan which demonstrates the long term affordability of maintaining and improving the Council housing stock. The Housing Capital Programme is an integral element of the long term plan. The monies required to fund the housing capital programme can be achieved through a combination of external borrowing, capital grants and a revenue contribution. The primary revenue income is rent which means the Housing Capital Programme is closely tied to the rent strategy.

12.2 Approved Housing Capital Projects 2012/13

12.2.1 The approved Capital Programme is summarised below.

Heading	Determination	000s
SHQS	Compliant with tolerable standard	600
	Free from Serious Disrepair	9,301
	Energy Efficiency	7,635
	Modern Facilities and Services	16,410
	Healthy Safe and Secure	2,576
Non SHQS	Community Plan and SOA	4,306
	Service Development	250
	Service Fees	5,923
Total		47,001

12.3 2013/14 Housing Capital Programme

12.3.1 Proposed works for the 2013/14 financial year have been produced using the information held on cyclical replacement of each element (central heating, kitchens, bathrooms etc) and community projects provided by key stakeholders.

12.4 Future Investment

12.4.1 Future investment will be targeted on the basis of the outcomes from: the proposed Housing Asset Management Plan, compliance with the Scottish Housing Quality Standard and the regulations contained within the proposed Scottish Government's "Energy Efficiency in Scottish Social Housing" which is due for publication later this year.

12.5 Capital Receipts

12.5.1 Capital receipts are not used to support the Housing Capital Programme and in most cases are relatively small in value. £332,468 of receipts were achieved in 2011/12. Such receipts are used to reduce capital borrowing.

12.6 Developers Contributions

12.6.1 Developers contributions are not currently used to support the Housing Capital Programme.

12.7 Alternative Funding

12.7.1 A Carbon Energy Savings Programme (CESP) grant of approximately £1.6 million each will be paid to Aberdeen City Council by Scottish Power before the end of the 2012/13 financial year following the over cladding and installation of a Combined Heat and Power to 198 flats in three multi storey blocks in the Seaton area.

12.7.2 A similar CESP grant of approximately £1.5 million each will be paid to Aberdeen City Council by Scottish and Southern Electricity during the 2013/14 financial year following the over cladding and installation of a Combined Heat and Power to 156 flats in three multi storey blocks in the Balnagask area.

12.7.3 Discussions are also currently in progress with Scottish and Southern Electricity with a view to securing a £420,000 ECO Pilot funding to assist with the insulation of external walls to 84 solid wall flats in Tullos Place and Grampian Place, Torry.

13. Key Priorities

13.1 Key Priority Tasks

13.1.1 The tasks below have been identified by the CAG as key to ensuring the continued implementation of asset management. The timetable may vary slightly depending on future Committee dates.

Target Date	Priority Task	Responsibility
Feb 2013	1 st Corporate AMP 1 st Fleet AMP	EP&I EP&I
Mar 2013		
Apr 2013		
May 2013	EP&I Service AMP Update	EP&I
Jun 2013		
Jul 2013		
Aug 2013	H&E Service AMP Update	H&E
Sep 2013	SC&W Service AMP Update EC&S Service AMP Update 1 st Open Space AMP 1 st Infrastructure AMP	SC&W EC&S TBC EP&I
Oct 2013	Property AMP Update CG Service AMP Update 1 st Housing AMP	EP&I CG H&E
Nov 2013	ICT AMP Update	CG
Dec 2013	Update Capital Prioritisation Process	EP&I
Jan 2014	Fleet AMP Update	EP&I
Feb 2014	Corporate AMP Update	EP&I
Mar 2014		
Apr 2014		
May 2014	EP&I Service AMP Update	EP&I
Jun 2014	Review and Update Capital Process	EP&I
Jul 2014		
Aug 2014	H&E Service AMP Update	H&E
Sep 2014	SC&W Service AMP Update EC&S Service AMP Update Open Space AMP Update Infrastructure AMP Update	SC&W EC&S TBC EP&I
Oct 2014	Property AMP Update CG Service AMP Update	EP&I CG
Nov 2014	ICT AMP Update	CG
Dec 2014		
Jan 2015	Fleet AMP Update	EP&I

14. Glossary of Terms

14.1.1

ACROYNM	TITLE	
AWPR	Aberdeen Western Peripheral Route	New road being developed to improve travel in and around Aberdeen and North-East Scotland.
CAG	Corporate Asset Group	Group of senior officers within Aberdeen City Council tasked with driving Asset Management.
CIPFA	Chartered Institute of Public Finance & Accountancy	Accountancy body for public services, whether in the public or private sectors.
CMT	Corporate Management Team	Consists of ACC Chief Executive and Directors, meeting on a regular basis.
DBFM	Design Build Finance & Maintain	Alternative method to financing construction projects through Capital. Similar to PPP.
GPsPAG	Grampian Public Sector Strategic Property Asset Group	Group featuring Grampian Police, Grampian Fire & Rescue, NHS Grampian, Aberdeenshire Council, Moray Council and Aberdeen City Council.
NHT	National Housing Trust	Scottish Government funded initiative.
PAMP	Property Asset Management Plan	Strategic document covering the management of all property assets.
PPP	Public Private Partnership	Alternative method to financing construction projects through Capital.
SAMP	Service Asset Management Plan	Asset Management Plan looking specifically at individual services and their requirements.
SFT	Scottish Futures Trust	Scottish Government funded organisation with wide ranging remit including Asset Management.
TNRP	Tenanted Non-Residential Property	Assets not held for operational purposes and leased to third parties. Excludes housing including Staff Houses.

Appendix 1

Appendix A – Capital Programme 2012/13 – 2014/2015*

Project Description	Budget 12/13 £000's	Budget 13/14 £000's	Budget 14/15 £000's	Full 3 Year Project Budget £000's
Property				
3R's Furniture, Fittings & Equipment and Other Works	50	0	0	50
Corp Property Condition & Suitability Programme	7,610	7,400	7,400	22,410
Corporate Office Accommodation totals	1,000			1,000
Duthie Park & Winter Gardens Replacement Greenhouses	4	0	0	4
Frederick Street Multi Storey Car Park	2,345	0	0	2,345
Marchburn House	981	0	0	981
Provision for Children with Complex Needs	771	5,722	6,393	12,886
School Estate Strategy - Bucksburn / Newhills	522	1,215	7,638	9,375
School Estate Strategy - Riverbank	172	1,490	88	1,750
St. Nicholas House Demolition	500	2,992	200	3,692
Tullos Pool Refurbishment	971	100	0	1,071
Victoria House	1,271	1,272	0	2,543
			Total	58,107
Open Space				
Duthie Park & Winter Gardens - Cost Net of HLF	3,170	0	0	3,170
Hill of Tramaud Landfill - Change of Law Costs	449	0	0	449
Land Acquisition - Contingency	650	0	0	650
Ness Landfill Restoration	4,000	0	0	4,000
			Total	8,269
Infrastructure				
Access From the North	430	7,010	6,400	13,840
City Broadband	1,000	1,000	0	2,000
Cycling Walking Safer Streets Grant	252	232	341	825
Planned Renewal & Replacement of Road Infrastructure	3,748	3,768	3,659	11,175
Western Peripheral Route	4,100	1,000	600	5,700
			Total	33,540
Fleet				
Hydrogen Buses	400	400	400	1,200
			Total	1,200
ICT				
Data Centre Move	175	0	0	175
Replacement of Education Management Information System	167	0	0	167
			Total	342

*Position prior to budget meeting held on 14 February 2013.

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