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To: All Members of the Council

Town House, ABERDEEN, 10 December 2013

COUNCIL MEETING

The Members of the **COUNCIL** are requested to meet in Council Chamber - Town House on **WEDNESDAY**, **18 DECEMBER 2013 at 10.30am**.

JANE G. MACEACHRAN HEAD OF LEGAL AND DEMOCRATIC SERVICES

BUSINESS

- 1 Members are requested to agree that any exempt business on this agenda be considered with the press and public excluded
- 2 Requests for Deputations

MINUTES OF COUNCIL

- 3(a) Minute of Meeting of Council of 31 October 2013 for approval (circulated separately)
- 3(b) Minute of Meeting of Urgent Business Committee of 2 December 2013 for approval (Pages 1 6)

BUSINESS STATEMENT, MOTIONS LIST AND OTHER MINUTES

- 4(a) Business Statement (Pages 7 16)
- 4(b) Motions List (Pages 17 20)
- 4(c) <u>Minute of Meeting of City Centre Regeneration Board of 2 December 2013 for information</u> (Pages 21 24)

REFERRALS FROM COMMITTEES IN TERMS OF STANDING ORDER 36(3)

5(a) Planning Development Management Committee of 28 November 2013 - Aberdeen Art Gallery, Schoolhill - Internal alterations, demolition and extension (Pages 25 - 58)

GENERAL BUSINESS

6(a) Annual Report on the 2012/13 Audit - Referred by Audit and Risk Committee of 20 November 2013 (Pages 59 - 96)

Hard copies of the final audited 2012/13 accounts have been circulated to members previously.

The final audited 2012/13 accounts are also available via the Council website at the following link:-

http://www.aberdeencity.gov.uk/council_government/performance/financial_information/ctx FinInfo Home.asp

- 6(b) Invitation to the Secretary of State for Scotland Report by Chief Executive (Pages 97 98)
- 6(c) Review of Polling Districts and Polling Places Report by Chief Executive (Pages 99 106)
- 6(d) HMP Grampian Visiting Committee Appointments Report by Director of Corporate Governance (Pages 107 114)
- 6(e) Consultation on the Draft Public Services Reform (Prison Visiting Committees) (Scotland) Order 2014 Report by Director of Corporate Governance (Pages 115 130)
- 6(f) Corporate Business Plan Performance Report Report by Director of Corporate Governance (Pages 131 150)
- 6(g) Reorganisation of Aberdeen City Council Charitable Trusts Report by Director of Corporate Governance (Pages 151 156)
- 6(h) <u>Aberdeen City Council Charitable Trusts Annual Report 2012/13 Report by</u> Director of Corporate Governance (Pages 157 264)
- 6(i) Pensions Panel Membership Remit from Pensions Panel of 25 November 2013 (Pages 265 266)

- 6(j) <u>Camping in Designated Areas Byelaw Report by Director of Corporate</u> <u>Governance</u> (Pages 267 - 270)
- 6(k) <u>Street Begging Joint report by Director of Housing and Environment and Director of Corporate Governance</u> (Pages 271 300)
- 6(I) <u>Draft Housing Revenue Account (HRA) Budget and Housing Capital Budget</u> 2014/15 to 2018/19 Joint report by Director of Corporate Governance and <u>Director of Housing and Environment Referred by Finance, Policy and Resources</u> Committee of 5 December 2013 (Pages 301 338)
- 6(m) School Server Refresh and Rationalisation Report by Director of Education, Culture and Sport Deferred by Finance, Policy and Resources Committee of 5 December 2013 (Pages 339 348)
- 6(n) Sistema Scotland and Aberdeen Report by Chief Executive (to follow)

MOTIONS

7(a) Councillor Townson

"This Council commends Aberdeen Domestic Abuse Partnership in its work to eliminate violence/abuse towards women in relationships and further deplores the commercial sexual exploitation of women especially for the purpose of prostitution and Council recognises the abhorrence of human trafficking to meet the demand within the 'sex industry'. Council also recognises that both sexes can be victims of abuse and commercial sexual exploitation and whilst acknowledging that much good work is already being done instructs officers to research and establish an appropriate education programme to be delivered in academies within the city to increase awareness, change attitudes and guard against the dangers of ever increasing access to extreme pornographic material via the internet."

7(b) Councillor Greig

"That this Council agrees that Fire and Police Control Rooms should be retained in Aberdeen."

7(c) Councillor Greig

"That this Council writes to the Chief Constable to request the full details of the revenue and capital budgets allocated to Aberdeen City Divison in 2013/14 and for the details of the proposed budget for 2014/15. This includes a specific request to ensure that officer and staff numbers in terms of headcount and FTEs are also included in the figures."

7(d) Councillor Greig

"That this Council agrees to allocate £20,000 from the Common Good Fund towards work being undertaken by the Council to maintain and upgrade the Queen Mother Rose Garden in Hazlehead."

7(e) Councillors Crockett, Boulton and Forsyth

"Council:-

Notes Scotland's future will be determined by a public referendum on 18th September 2013.

Notes the Smarter Aberdeen vision adopted by Council, which recognises that Aberdeen is stronger now and will grow even stronger in the future - economically, politically, and socially - as a partner within the United Kingdom.

Agrees that the United Kingdom has served Scotland and its people well for over 300 years and that Scotland enjoys the best of both worlds - a parliament making decisions over health and education, plus strength of being part of a wider United Kingdom with real economic clout and the most professional armed forces in the world.

Agrees that the 670 page White Paper issued by the SNP Scottish Government fails to provide the facts and answers promised to the Scottish people and instead produces the usual assertion, assumption and uncosted promises which fail to address the needs, aspirations and central questions of hard working Scottish people.

Agrees that it is disappointing that there are pledges made in the White Paper which the Scottish Government already has the power to implement, such as childcare provision.

Agrees that there is nothing in the White Paper to justify the break up of a country that has been built up over 300 years of shared endeavour and that Aberdeen City Council should actively engage with the local residents it represents to ensure they are fully informed of the potential impact on Council services which many local people depend on before the referendum on 18th September.

Instructs the Chief Executive to write to the Secretary of State for Scotland inviting him to provide a written response to the Scottish Government's White Paper and thereafter make a copy of the Secretary of State for Scotland's response to the White Paper available to the public."

7(f) Councillor Graham

"This Council is delighted to acknowledge the award of the Purple flag given to Aberdeen City.

This Council further recognises this award would not have been possible without the hard work and co-operation of local police, Unight, Aberdeen Inspired, Aberdeen Street Pastors, Safer Aberdeen and the Aberdeen and Grampian Chamber of Commerce.

This Council has worked closely with a range of organisations in the public and third sectors, as well as city centre businesses and retailers, to achieve this and this Council would like to pay tribute to everyone who has helped make this a reality. This is an outstanding example of individuals and organisations working together for the greater good of the community."

BUSINESS THE COUNCIL MAY WISH TO CONSIDER IN PRIVATE

- 8(a) Minute of Meeting of Social Work Complaints Review Committee of 23 October 2013 (Pages 349 356)
- 8(b) <u>Premises at 132 Wellington Road Oral Report by Director of Enterprise, Planning and Infrastructure</u>

Website Address: www.aberdeencity.gov.uk

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



ABERDEEN, 2 December 2013. Minute of Meeting of the URGENT BUSINESS COMMITTEE. <u>Present</u>:- Councillor Crockett, <u>Convener</u>; and Councillors Boulton, Cooney, Dickson, Jackie Dunbar, Forsyth, Laing, McCaig, May, Jean Morrison MBE (as substitute for Councillor Taylor), Noble, Young and Yuill.

The agenda and reports associated with this minute can be found at:http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?Cld=334&Mld=3247&Ver=4

DETERMINATION OF URGENT BUSINESS

1. In terms of Standing Order 28(3)(vi), and in accordance with Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973, the Committee was informed that it had to determine (1) that the items on the agenda were of an urgent nature; and (2) that the Committee required to consider the items and take decisions thereon.

The Committee resolved:-

to agree that all the items were of an urgent nature and required to be considered this day, and decisions taken thereon.

DETERMINATION OF EXEMPT BUSINESS

- 2. The Committee was requested to determine that the following items of business which contained exempt information as described in Schedule 7(A) of the Local Government (Scotland) Act 1973, be taken in private:-
 - Marischal Square Legal and Financial Update
 - Recruitment and Selection Process of Chief Officials

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 items of business (Articles 6 and 7 of this minute refer) so as to avoid disclosure of exempt information of the class described in paragraph 6 of Schedule 7(A) of the Act.

EMERGENCY MOTION BY COUNCIL LEADER

3. The Convener submitted the following motion in terms of Standing Order 21(9), which had been signed by all Group Leaders:-

That this Council expresses its deep condolences to the people of Glasgow following the helicopter crash there on 29 November, 2013 and commends the brave and unstinting rescue and recovery efforts of colleagues in Scottish Fire and Rescue Service, Police Scotland, the Scottish Ambulance Service, the NHS and Glasgow City Council.

2 December 2013

The Committee resolved:-

to adopt the motion.

COSLA CONVENTION 13 DECEMBER 2013 - OCE/13/036

4. The Committee had before it a report by the Chief Executive proposing a suggested amendment in the name of Aberdeen City Council at the COSLA Convention on Friday 13th December 2013, to the following motion by Scottish Borders Council:-

That the Convention establishes a short life Task Group, comprising the President, Vice President and the Political Group Leaders, to review the Constitution and Standing Orders of the Convention of Scottish Local Authorities. The Task Group should complete its work by mid-May to allow any resulting decisions to be made at Convention in June 2014.

The report recommended:-

that the Committee decide whether or not to approve the following amendment to the motion:-

Convention notes that it only approved the current Constitution in March 2012. Convention agrees that given the importance of the Independence Referendum to COSLA and the Scottish people any decision to review the Constitution should be considered after September 2014, once COSLA is aware of the referendum result.

The Committee resolved:-

to approve the amendment for submission to COSLA on 13th December, 2013.

STRATEGIC INFRASTRUCTURE PLAN - GOVERNANCE ARRANGEMENTS AND ESTABLISHMENT OF CHIEF OFFICIAL POST - OCE/13/038

5. The Committee had before it a report by the Chief Executive presenting the governance arrangements for the delivery of the Strategic Infrastructure Plan (SIP) and seeking approval to establish a task-related fixed term post of Strategic Infrastructure Plan Programme Manager.

The report recommended:-

that the Committee -

- (a) note the governance arrangements outlined in the appendix to the report;
- (b) approve the establishment of a Strategic Infrastructure Plan Programme Manager on a task related fixed term basis on Chief Official terms and conditions:
- (c) set aside standing order 47(2) to allow the appointment of the Strategic Infrastructure Programme Manager to be undertaken by a panel of officers, including the Chief Executive, in lieu of an Appointment Panel; and

2 December 2013

(d) delegate powers to the Chief Executive to agree all matters relating to the recruitment process including role profile, person specification and salary, in conjunction with the Head of Human Resources and Organisational Development.

The Committee resolved:-

to approve the recommendations.

In accordance with the decision recorded under Article 2 of this minute, the following items were considered with the press and public excluded.

MARISCHAL SQUARE, LEGAL AND FINANCIAL UPDATE - EPI/13/267

6. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure outlining the updated financial position in relation to the Marischal Square redevelopment, the risks associated with elements of the project, and the measures being taken to mitigate these risks.

The Committee received a presentation from the Acting Head of Finance, Steve Whyte, and Stephen Booth, Property Estates Manager.

The report recommended:-

that the Committee –

- (a) note the updated position in relation to the overall project budget and estimated profit and rental value return;
- (b) delegate to the unanimous approval of the Head of Legal and Democratic Services the negotiation and approval of the contract documents noted below, and any other contracts, letters or documents which are required to be signed and/or sealed in connection with the Marischal Square Development, consistent with the key legal and commercial terms previously agreed and amended within this report, as they think fit. The contract documents referred to above are:
 - Purchase Contract
 - Head Lease
 - Development Agreement
 - Escrow Agreement
- (c) authorise the officer named above, in the event of her absence, to nominate alternates to act in her place for the purposes of the powers set out in these recommendations; and
- (d) note that the documentation listed in recommendation and any other such relevant documents will be executed in accordance with Council Standing Order 44.

2 December 2013

The Committee resolved:-

- (i) to approve the recommendations, subject to amending recommendation (b) to delegate the powers stated to the unanimous approval of the Head of Legal and Democratic Services and the Director of Corporate Governance; and
- (ii) to note that officers would be able to offer briefings to members on the position outlined in the report.

RECRUITMENT AND SELECTION PROCESS OF CHIEF OFFICIALS - VARIOUS POSTS - OCE/13/041

7. The Committee had before it a report by the Chief Executive which sought various approvals in relation to the recruitment and selection of chief officials.

The report recommended:-

that the Committee -

- (a) establish an Appointment Panel comprising nine members in total (3+3+1+1+1) to appoint to the vacant Head of Service post within Social Care and Wellbeing Directorate, including the Convener of the Social Care, Wellbeing and Safety Committee who should be appointed as Convener of the Panel;
- (b) establish an Appointment Panel comprising nine members in total (3+3+1+1+1) to appoint to two vacant Head of Service posts within the Education, Culture and Sport Directorate, including the Convener of the Education, Culture and Sport Committee who should be appointed as Convener of the Panel;
- (c) delegate powers to both the Appointment Panels in recommendations 1 and 2 above to agree all matters relating to the recruitment process, including role profile, person specification and salary;
- (d) in respect of the timescale for recruitment processes delegate powers to relevant officers to finalise this timeline, in consultation with the Panel conveners;
- (e) appoint external recruitment consultants for the purposes of supporting the recruitment to the above posts where appropriate;
- (f) agree to invoke Standing Order 1(6)(a) of the Council's Standing Orders relating to Contracts and Procurement to dis-apply the requirements of Standing Order 5, thereby allowing a contract to be entered into with the recruitment consultants to support the recruitment process for this post, without the need to undertake a competitive tendering exercise;
- (g) agree the estimated expenditure associated with these recruitment exercises, which is estimated to be no more than £90,000, and that these costs be met from contingencies;
- (h) approve the delegation of authority to the Chief Executive, in consultation with the Convener of the relevant Service Committee, for the transfer of an existing employee at Head of Service level to a vacant Head of Service post within the same Directorate at the same rate of pay, on the recommendation of the Director, with the safeguards of the process detailed at paragraph 5.2 being adopted; and

2 December 2013

(i) amend the wording of Standing Order 47(2) in relation to the appointment of officers, as outlined in the relevant section of the report; and revise the Scheme of Delegation to give all Directors responsibility to recruit to Chief Officer posts below Head of Service level, in accordance with the procedure outlined in the relevant section of the report.

The Committee resolved:to approve the recommendations.
BARNEY CROCKETT, Convener.

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COUNCIL

BUSINESS STATEMENT

18 DECEMBER 2013

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

| Report Expected (if known) | Agenda Item 4(a |
|----------------------------------|---|
| Report Due | 24.03.10 |
| <u>Lead</u> <u>Officer(s)</u> | Director of Education, Culture and Sport |
| <u>Update</u> | Information. The Education, Culture and Sport Committee of 2 June 2011 approved the following recommendations:- (d) to approve funding of up to £8 million and this be met from the Non-Housing Capital Programme for the construction of a 10 lane pool subject to: (iii) officers reaching an agreement with partners in regard to the facilities in light of the swimming clubs to the new facility; and (iv) officers reaching agreement on a Transfer Agreement Document, which will |
| Council/Committee Decision | 50m Swimming Pool The Council approved a number of recommendations regarding design and procurement issues relating to the 50m Pool. The Council agreed that the management of the project be transferred to Aberdeen Sports Village subject to (a) the provision of further legal and financial advice in respect of any potential risks to the Council; and (b) the other partners confirming their financial contribution to the project. The Council requested that Aberdeen Sports Village provide the Council with a report within four months on how they planned to drive the project forward. This is still awaited. |
| No. Minute Reference | 10.12.09 Article 19 Page 7 |

| Report Expected (if known) | |
|----------------------------------|---|
| Report Due | |
| <u>Lead</u> <u>Officer(s)</u> | |
| <u>Update</u> | formalise the transfer of responsibility for the delivery and operational phases of the 50 metre pool project to ASV Limited. (f) to instruct officers to report back to the next appropriate meeting of the Council in regard to the progress on the negotiations on items d(iii) and (iv) above. A progress report was considered by Council on 6 October 2011, which dealt with the above matters, as well as the latest position regarding negotiations with Aberdeenshire Council. Council approved the recommendations contained within the report and instructed officers to arrange a meeting of the 50m Pool Project Working Group as soon as possible. The request for a report from Aberdeen Sports Village on how they planned to drive the project forward (as referred to in the Council Decision column on the previous page) has been |
| Council/Committee Decision | |
| Minute Reference | |
| No. | Page 8 |

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| No. | Minute Reference | Council/Committee Decision | <u>Update</u> | <u>Lead</u> Officer(s) | Report Due | Report Expected (if known) |
|--------|-----------------------------------|---|---|--|----------------------|----------------------------------|
| Page 9 | | | | | | |
| 7 | Council 06.03.13 Article 16 | Welfare Reform The Council, amongst other things, approved the steps taken by officers to develop a policy and practice response and agreed to receive further reports in due course as measures were implemented. | the Education, Culture and Sport Committee as required. The Scottish Welfare Fund has been successfully introduced and is operating well and meeting deadlines for decisions. Further changes to welfare reform are planned for later this year. The Hub joint project with the DWP is now open and being developed further over the coming weeks. Agreement has been reached with The Citizens Advice Bureau regarding the basis for a service level agreement. Claims for discretionary housing payments | Director of Social Care and Wellbeing Director of Housing and Environment | As and when required | |

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| Report Expected (if known) | | | | |
|----------------------------------|--|--|--|--|
| Report Due | | As and when required | 25.06.14 | 05.03.14 |
| <u>Lead</u> Officer(s) | | Head of Asset Management and Operations | Head of Legal and Democratic Services | Head of Customer Service and Performance |
| <u>Update</u> | continue to be processed within the agreed scheme. The Financial Inclusion Manager has now been appointed and took up his post on 1 July. A progress report was noted by the Council on 21 August 2013. | | | This item now falls under the remit of the Council following the decision to disband the Corporate Policy and Performance Committee. |
| Council/Committee Decision | | Property Disposal - Broad Street The Council instructed officers to provide progress reports to the Council at key stages of the project. | Service Review of Legal Services The Council instructed the Head of Legal and Democratic Services to report back to Council in twelve months advising of the outcomes of the implementation of the new structure. | Community Planning Partnership - Fairer Scotland Fund The Finance and Resources Committee instructed the Director of Corporate Governance to provide twice yearly updates in February and October to the Aberdeen City Alliance |
| Minute Reference | | Council 01.05.13 Article 5 | Council 26.06.13 Article 21 | Finance and Resources 12.11.09 Article 22 |
| No. | | Page 10 | 4. | ശ് |

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| Council/Committee Decision |
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| and the Corporate Policy and the Corporate Policy Performance Committee on outcomes achieved through investment of the Fairer Sca Fund. |
| Halting Sites for Gypsies/Travellers and Proposed Byelaw Regarding Camping in Designated Areas Camping in Designated Areas The Council instructed officers to commence without delay consultation with the Scottish Government on a potential byelaw to prohibit camping on sensitive areas such as public places. In addition, the Council (a) instructed officers to prepare a detailed design with cost estimates for construction and ongoing costs for a short-term halting site at Howes Road; (b) instructed officers to prepare a planning application including details of costings (capital and revenue) for establishing the site; (c) approved the process for consultation as set out in the report acknowledging that strong views and opinions were likely to be part of the process; and (d) instructed officers to continue to conduct property searches with a view to |

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| Report Expected (if known) | | 05.03.14 | 18.12.13 |
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| Report Due | | 18.12.13 | Every Council meeting |
| <u>Lead</u> Officer(s) | | Head of Legal and Democratic Services | Director of Housing and Environment |
| <u>Update</u> | | | A report is on the agenda. |
| Council/Committee Decision | establishing a further site or a more suitable site within the city. The Council instructed officers to report back to every Council meeting on the progress or otherwise on the consultation with the Scottish Government on the potential byelaw and on the suitability or otherwise of other potential sites. | Standing Orders on Contracts and Procurement The Council noted that the Standing Orders on Contracts and Procurement would be revised later in the year, which could entail further changes to Council Standing Orders, both of which would be reported back to Council. | Street Begging The Council, amongst other things, instructed officers to commence without delay consultation with the Scottish Government on a potential byelaw to prohibit street begging, and report back to every Council meeting on the progress or otherwise of the consultation with the Scottish Government. |
| Minute Reference | | Council 21.08.13 Article 11 | Council 21.08.13 Article 17 |
| No. | | Page 12 | ω΄ |

| Report Expected (if known) | | | |
|----------------------------------|--|--|--|
| Report Due | 05.03.14 | 05.03.14 | 06.02.14 |
| <u>Lead</u> <u>Officer(s)</u> | Director of Enterprise, Planning and Infrastructure | Director of Housing and Environment | Director of Enterprise, Planning and Infrastructure |
| <u>Update</u> | | | |
| Council/Committee Decision | Aberdeen Exhibition and Conference Centre (AECC) The Council, amongst other things, authorised officers to continue to explore financial options to deliver the development at minimum cost to the Council, such options to be reported to Full Council within the next six months. | Strategic Infrastructure Plan (SIP) - Key Goal 1: A step change to the supply of housing The Council instructed officers to take forward a procurement process in accordance with the Council's Standing Orders in Relation to Contracts and Procurement, in order to appoint a Joint Venture partner(s) to deliver the affordable housing element identified in the SIP and report back to Council with the outcomes of the procurement process, and recommending a preferred bidder(s) prior to entering a contract(s). | SIP - Key Goal 3: Better local transport The Council instructed officers to report to the Council's budget meeting in February 2014 in respect of |
| Minute Reference | 9. Council 31.10.13 Article 4 | 10. Council 31.10.13 Article 14 | 11. Council 31.10.13 Article 14 |
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| Report Expected (if known) | | | |
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| Report Due | | 06.02.14 | Every Council meeting |
| <u>Lead</u> <u>Officer(s)</u> | | Director of Corporate Governance | Director of Enterprise, Planning and Infrastructure |
| <u>Update</u> | | | The minute of the inaugural meeting of the Board is on the agenda. |
| Council/Committee Decision | proposals to advance the delivery of all phases of the Berryden Corridor as part of the Non Housing Capital Plan and budget process. | Aberdeen Aberdeen The Council approved the establishment of a City Centre Infrastructure Fund; agreed to invest £20million into the fund financed through the Non Housing Capital Programme; and instructed officers to include this fund as part of the Non Housing Capital Plan at the Council's budget meeting in February 2014. | Aberdeen Aberdeen The Council approved the creation of a City Centre Regeneration Board and instructed the Board to report back to Council at its meeting on 25 June 2014 with recommended project(s) to regenerate the city centre, and to provide updates on progress to Council each cycle. |
| Minute Reference | | 12. Council 31.10.13 Article 14 | 13. Council 31.10.13 Article 14 |
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| Report Expected (if known) | | 18.12.13 | |
|-----------------------------------|--|--|---|
| Report Due | 14.05.14 | 18.12.13 | 05.03.14 |
| <u>Lead</u> <u>Officer(s)</u> | Head of Customer Service and Performance | Chief Executive | Director of Social Care and Wellbeing |
| <u>Update</u> | | A report is on the agenda. | |
| Council/Committee Decision | Community Planning Aberdeen - Development Plan The Council agreed to receive six monthly updates on progress with the implementation of the Development Plan. | Secretary of State for Scotland The Council instructed the Chief Executive (1) to invite the Rt. Hon. Alistair Carmichael MP, Secretary of State for Scotland, to meet with the Leader of the Council to discuss amongst other things the Council's vision, Aberdeen the Smarter City, noting Aberdeen was stronger now and would be stronger in the future economically, politically and socially as a partner within the United Kingdom; and (2) to report to the next meeting of the Council on the response to the invitation and the outcome of any meeting subsequently held with the Secretary of State. | <u>Care</u> The Committee, amongst other things, agreed that a future report be submitted to Council on the proposed Integration Plan for Aberdeen. |
| <u>Minute</u> <u>Reference</u> | Council 31.10.13 Article 17 | Council 31.10.13 Article 21 | Social Care, Wellbeing and Safety 07.11.13 Article7 |
| No. | 4. | Page 15 | 16. |

APPENDIX

ITEM 1 - 50m SWIMMING POOL

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

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

The report recommended:-

that the Committee -

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

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

COUNCIL

MOTIONS LIST

18 DECEMBER 2013

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

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| ls authority sought to remove motion from list? | o N | | | | | | | | | | . | | | | | | | | • | • | | |
| <u>Due Date</u> | 18.12.13 | | | | | | | | | | | | | | | | | | | | | |
| Responsible Officer | Chief Executive | | | | | | | | | | | | | | | | | | | | | |
| Action taken / Proposed Future Action | | | | | | | | | | | | | | | | | | | | | | |
| Decision of Council | The Council, at its meeting on 21 August 2013, resolved:- | ; | (i) to note the reply received from the | Permanent Secretary in which he states that he | has seen sight of the | First Minister's | response to the Chiet Executive which | eferer | our complaint to the | manent Secre | | | | to the Chief Executive | mingly o | | | that the First Minister | has been allowed to | | to the formal complaint | made to the Permanent |
| <u>Date of</u> Council Meeting | 26.06.13 | | | | | | | | | | | | | | | | | | | | | |
| <u>Motion</u> | Motion by Councillor Young | "Council instructs the | Chief Executive to write to Sir Peter Housden | Permanent Secretary to the Scottish Government | demanding | stigation | First Minister's professional conduct | ₹ | Donside by-election | looking specifically at:- | | 1. The First Minister's | unannounced visit | and lecture on 17 | June 2013 to school | children at Bramble | Brae School without | reference to | Aberdeen City | .≝ | | and Sport or the |
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| authority sought to remove motion from list? | |
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| Due Date | |
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| Decision of Council | Secretary. Indeed, it would appear that the Permanent Secretary has failed to investigate the complaint made, with no indication of an investigation, nor that any follow-up has taken place. The Permanent Secretary made no further contact with our Chief Executive prior to sending his response; (ii) to agree that the Chief Executive first wrote her letters to the Permanent Secretary as the First Minister is on record as saying that his visit to Bramble Brae School was "impromptu and not pre-planned". Given that the SNP issued a calling notice stating that the First Minister would be in attendance at the school and that there would be an opportunity for interviews |
| Date of Council Meeting | |
| Motion | Head Teacher of the said school noting that the school is currently subject to statutory consultation regarding its future within the wider school estate. 2. The First Minister's unannounced visit to Hazlehead Park on 17 June 2013 a park owned wholly by Aberdeen City Council in the middle of a by election and whilst welcoming the announcement of a £100,000 Scottish Government donation to the Piper Alpha Memorial Trust purdah rules seem to have been ignored. Instructs the Chief Executive to report back to the Council on the |
| No. | |

| authority sought to remove motion from list? | |
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| Due Date | |
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| Decision of Council | appear that the First Minister may have deliberately misled the Permanent Secretary on this matter; (iii) to therefore instruct the Chief Executive to write to Sir Bob Kerslake, Head of the Home Civil Service calling on him to carry out an investigation into the events which led to the complaint being sent to the Scortish Government, to establish whether or not the Ministerial Code was broken, whether or not there was an appropriate investigation undertaken by the Permanent Secretary and whether or not the complaint was managed in an appropriate (iv) to instruct the Chief Executive to report back to the Council the response received from |
| Date of Council Meeting | |
| Motion | response received from the Permanent Secretary, in order for Council to determine its position on this matter." |
| No. | Page 10 |

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| Is authority sought to remove motion from list? | |
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| Decision of Council | the Head of the Home Civil Service in order that the Council may determine its position on this matter. |
| <u>Date of</u> <u>Council</u> <u>Meeting</u> | |
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CITY CENTRE REGENERATION BOARD

ABERDEEN, 2 December 2013 - Minute of meeting of the CITY CENTRE REGENERATION BOARD. <u>Present</u>: Councillor Boulton, Deputy Leader, <u>Convener</u>; Councillor Crockett, Council Leader; and Councillors Forsyth, McCaig, Young and Yuill; and Derek McCrindle (Scottish Enterprise), Bob Collier (Aberdeen and Grampian Chamber of Commerce), Steve Harris (Visit Aberdeen), Richard Noble (Aberdeen Inspired) and Tom Smith (ACSEF). <u>Officers in attendance</u>:- Valerie Watts, Angela Scott, Gordon McIntosh, Rita Stephen, Sandy Beattie, David Leslie, Angela Taylor and Vikki Cuthbert. <u>Also in attendance for item 3</u>:- Jennifer Craw (Wood Family Trust).

APOLOGIES

1. Apologies for absence were submitted on behalf of Sir Ian Diamond and Professor Ferdinand Von Prondzynski.

ROLES AND RESPONSIBILITIES OF CITY CENTRE REGENERATION BOARD

2. The Board had before it a report prepared by Rita Stephen outlining the roles and responsibilities of the Board as agreed by Aberdeen City Council.

The report explained that the Board had been set up by Council on 31 October 2013, whilst also approving the establishment of a £20m City Centre Infrastructure Fund. The remit of the Board had been agreed by Council to be:-

- To oversee the regeneration of the City Centre as part of the "A better image of Aberdeen" priority of the Strategic Infrastructure Plan (SIP).
- To identify additional projects for the city centre which meet the aims and objectives of the Strategic Infrastructure Plan and related strategic documents.
- To oversee the submission of a report for each cycle of the meeting of full Council to recommend project (s) to regenerate the city centre and to provide updates on progress. The first report is scheduled to be presented to Council at its meeting on 25 June 2014.
- The Board will meet every 8 weeks, no substitutes are allowed but as projects are developed, experts will be co-opted on to the Board as required.

The Board heard from Gordon McIntosh who explained that this was in pursuit of one of the five priorities of the Strategic Infrastructure Plan, and that the Board would submit a report to the Council on 25 June, 2014 with recommended project(s) to regenerate the city centre. The Board should also provide updates to Council at every meeting, and its future meetings would therefore be scheduled to take place before each Council meeting.

The Board was also advised that as a working group of the Council, it was acting without any powers, unless these were specifically delegated to it.

The report recommended:-

that the Board agree the roles and responsibilities set out in the report.

The Board resolved:-

to approve the recommendation.

LETTER TO ABERDEEN CITY COUNCIL FROM WOOD FAMILY TRUST

3. The Board heard from Jennifer Craw on behalf of the Wood Family Trust, on a letter which had been sent to the Chief Executive on 15th October, 2013 by the Trust. The letter was circulated to the Board.

The letter had reiterated the offer from the Trust of £50m towards city centre regeneration, to fund a transformational project which would inject a new heart into the city centre. Mrs Craw explained the Trust's vision for such a project and what would be required from a design perspective to secure this funding. As a minimum, it would involve covering of the road and rail network around the Denburn valley, raising of the gardens, in essence covering the area from Union Terrace to Belmont Street and connecting the area north, south, east and west and creating a walk-on space which was accessible from all sides, with topography. The ability, or opportunity, to create an all-weather space was important. The Council was asked to make a decision on this by the end of the calendar year.

Other contributors noted that, if the criteria were met and the £50m funding allocated to Aberdeen City Council, additional funding, including TIF (Tax Incremental Financing) monies, would be added to the overall total to regenerate the city centre, creating a budget significantly larger than £50m. Mrs Craw confirmed that the intention would be to maximise usable space and accessibility with sloping/gentle terracing.

The Board discussed the extent to which the views of its members could be taken into account, and the Convener explained that the Council would welcome the views of Board members before a final decision was taken on 18 December, reinforcing that the Board had many other projects to consider over and above the development of Union Terrace Gardens.

The Board resolved:-

- (i) to note the verbal update and that Board members could submit their views to the Council before 18th December, at which time a decision would be taken in response to the letter from the Wood Family Trust; and
- (ii) to receive an update at the next meeting on the decision taken by the Council.

SMARTER CITIES MASTERPLAN

4. The Board had before it a report prepared by Sandy Beattie presenting for comments a draft procurement brief for a masterplan for the city centre and summarising the conclusions of workshops held at RGU in June, August and November, 2013 (City Centre Vision and Masterplan Brief).

The draft procurement brief had been prepared following the workshops, and aimed to set out a clear strategy for vision and action in the city centre. The brief sought to address the ten action points in the RGU paper "Regenerating Aberdeen: A Vision for a Thriving and Vibrant City Centre" in the context of the Local Development Plan

and the Aberdeen City Centre Development Framework. These ten action points were set against current actions and strategies, and it was intended to further develop the key themes common to both RGU and the Council's approved documents and to then express these as a revised city centre vision leading to a deliverable masterplan to guide future development and investment. The report explained that any masterplan would take account of the Council's Strategic Infrastructure Plan.

The report recommended:-

that the Board -

- (a) give consideration to the draft procurement brief; and
- (b) note the conclusions of the workshops held at RGU.

Sandy Beattie addressed the Board and further explained that this was not a masterplan, but a brief for one. The City Centre Development Framework had been approved by the Council in 2010 as a supplement to the Local Development Plan. The paper by RGU had challenged these plans and helped to outline a vision for moving forward. A future procurement process would be subject to legal and financial advice and the necessary approvals being in place. Mr Beattie explained that the purpose of a masterplan was to set a long-term vision for an area, and enable its delivery, incorporating roads, streets, buildings, and more. The procurement process for the masterplan was estimated to cost around £750,000, a proportion of which would be from the Council. Legal risks would need to be accounted for and mitigated, although further advice on this was needed. It was expected that the procurement process would take around six months.

Gordon McIntosh explained that the next step would be to discuss potential contributions to this overall sum with partners.

Mr Beattie further explained in response to questions from Board members that the procurement process should not be viewed as an architectural competition, and the result would be the establishment of a team to develop a masterplan and engage with all partners in doing so. Contributions from other partners focused on timescales, funding and the demand feeding the vision. Bob Collier indicated that he would submit his own comments directly to Mr Beattie and copy Board members into that correspondence, however, that the brief should in his view be amended to include –

- challenging assumptions to date and barriers to progress and delivery;
- reference to the need for consensus from citizens, not just the Board; and
- benchmarking against other cities.

The Board resolved:-

- (i) to approve the recommendations;
- (ii) to request officers to approach partners before the Council meeting on 18 December, 2013 at which time a decision would be sought on funding for the masterplanning procurement brief; and
- (iii) to request that officers also approach Network Rail to discuss options for development of the Denburn valley within a masterplan for the city centre.

STRATEGIC INFRASTRUCTURE PLAN - UPDATE

5. The Board received a verbal update from Gordon McIntosh on the Strategic Infastructure Plan (SIP), namely (a) that the Structure Plan and the Local Development Plan set out a clear and ambitious way forward to develop Aberdeen City and Aberdeenshire; (b) that the services of Price Waterhouse Cooper had been procured to examine the projects falling within the plans, and to prioritise these; (c) that a visualisation day had been held, resulting in the identification of five key priority areas, now contained within the SIP; (d) that the Scottish Cities Alliance had followed suit, with all local authorities (except Glasgow, for reasons explained) now developing a SIP of their own; (e) that there would be a joint approach across the SIP and "City Deals"; and (f) that the SIP was not a one-off, and would be reviewed as part of every budget setting process.

The Board resolved:-

to note the verbal update.

ANY OTHER COMPETENT BUSINESS

6. The Convener invited any other competent business, at which stage (a) Rita Stephen advised that Board members had been invited to a presentation on city centre retail, to be held on 15 January 2014 at 1.30pm in Marischal College; (b) the Council Leader highlighted Aberdeen's favourable position in the recently published Good Growth Index 2103 and the UK Competitiveness Index 2013, coming 2nd in both studies, after Reading and Cambridge respectively; and (c) Bob Collier enquired as to whether guidance was available on how members should respond to press queries arising out of the business of the Board. Angela Taylor, Communications Officer, advised Board members to refer all queries to the Council's press team, and advised that she would prepare and circulate a protocol for Board members to refer to. The Board was also advised that, as a working group of the Council, meetings were private, unless agreed otherwise.

DATES OF FUTURE MEETINGS

- **7.** The Board was advised that meetings in 2014 would be scheduled to fall around two weeks prior to Council meetings to allow recommendations to be made timeously. Appointments would be issued in due course.
- COUNCILLOR BOULTON, Convener.

PLANNING DEVELOPMENT MANAGEMENT COMMITTEE 28 NOVEMBER 2013

ABERDEEN ART GALLERY, SCHOOLHILL - 131246

The Committee had before it a report by the Head of Planning and Sustainable Development **which recommended:**-

That the Committee express a willingness to approve the application, subject to the following conditions and referring the application to Historic Scotland for planning permission for the internal alterations (including insertion of new stairlifts and extending the War Memorial balcony), demolitions (including the existing gallery roofs, 1925 gallery extension and 1970's office extension) and extension (including new rooftop gallery extension, roof terraces and education, gallery and support areas extension to the rear of the building) at the Aberdeen Art Gallery, Schoohill, Aberdeen:-

Prior to commencement of the following works, a finalised specification, including, where appropriate, larger scale elevation and section drawings, brochure details and samples, shall be submitted to and approved by the planning authority, in consultation with Historic Scotland. Full details of the repair and restoration works to the Art Gallery buildings (internal and external) including: details of protective measures for the interior and exterior fabric and features that are to remain in situ during the works; lime mortar specification for repointing of external walls, including a methodology for removal of existing pointing to avoid damage to stonework; mortar mix; protective measures for carbonation stage; details of window and door repairs and repainting, including proposed colour; details of the internal wall, floor and ceiling treatment and finishing, including within the Cowdray Hall and War Memorial Court (inclusive of details of the new memorial panels and new hanging art work/light display); and proposed treatment for retained special architectural features, including decorative frieze on first floor (to include details of storage and repositioning). (2) Prior to commencement of the following works, a finalised specification, including, where appropriate, larger scale elevation and section drawings, brochure details and samples, shall be submitted to and approved by the planning authority, in consultation with Historic Scotland. Full details of any alteration/new works (internal and external) including: 1:20 scale section drawings and plans for the roof terrace and glazed balustrades; Details of any new signage, external lighting, and other new fixtures to be attached to the exterior walls of the building, to include non-ferrous fixings into masonry joints; Larger scale elevation and section drawings for new opening for staircase within north west corner of the Sculpture Court; External stone repair, including details of stone replacement, and samples. (3) That no development shall take place within the application site until

the applicant has secured the implementation of a programme of archaeological work which shall include post-excavation and publication work in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by Aberdeen City Council as planning authority. (4) That no development shall take place unless samples of all external finishing materials (including a coloured sample of the copper capping piece for the roof addition) of the development hereby approved has been submitted to, and approved in writing by by Aberdeen City Council as planning authority and thereafter the development shall be carried out in accordance with the details so agreed.

The Committee were also circulated with (1) a report by the Aberdeen City and Shire Design Review Panel in relation to the proposal; and (2) a letter from Historic Scotland regarding the application.

The Convener moved, seconded by Councillor Jean Morrison, MBE:-

That the application be approved, in accordance with the recommendations contained within the report and that an extra condition be added that the downtakings from the internal staircase be preserved so that it could be incorporated into a future project thus preserving it for the City.

Councillor Corall moved as an amendment, seconded by Councillor Cameron:-

That the application be refused on the basis of the form and massing of the application, the proposed demolition of the internal staircase and changes to the front entrance façade to the building.

The Vice-Convener moved as an additional amendment, seconded by Councillor Boulton:-

That the application be deferred and instruct officers to enter into discussion with the architect regarding reducing the apparent massing of the new top floor extension as viewed from the public street.

There being a motion and two amendments, the Committee divided firstly between the two amendments. On a division, there voted:-

For the amendment by Councillor Corall (8) – Councillors Cameron, Corall, Cormie, Greig, Jaffrey, Samarai, Jennifer Stewart and Townson; for the amendment by the Vice-Convener (7) – The Convener; the Vice-Convener; and Councillors Boulton, Grant, Lawrence, Jean Morrison, MBE and Thomson.

On a division between the motion and the successful amendment by Councillor Corall, there voted:-

<u>For the motion</u> (4) – the Convener; and Councillors Grant, Lawrence and Jean Morrison, MBE; <u>for the amendment by Councillor Corall</u> (9) – Councillors Cameron, Corall, Cormie, Greig, Jaffrey, Samarai, Jennifer Stewart, Thomson and Townson; <u>declined to vote</u> (2) – the Vice Convener; and Councillor Boulton.

The Committee resolved:-

to adopt the amendment.

In terms of Standing Order 36(3) the following Councillors requested that the decision above be referred to the Council for final determination:- the Convener; the Vice-Convener; and Councillors Boulton, Grant, Lawrence and Jean Morrison, MBE.

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Planning Development Management Committee

ABERDEEN ART GALLERY, SCHOOLHILL, ABERDEEN

INTERNAL ALTERATIONS (INCLUDING INSERTION OF NEW STAIR LIFTS AND EXTENDING WAR MEMORIAL BALCONY) DEMOLITIONS (INCLUDING EXISTING GALLERY ROOFS, 1925 GALLERY EXTENSION, AND 1970'S OFFICE EXTENSION) AND EXTENSION (INCLUDING NEW ROOFTOP GALLERY EXTENSION, ROOF TERRACES AND EDUCATION, GALLERY AND SUPPORT AREAS EXTENSION TO THE REAR OF THE BUILDING

For: Aberdeen City Council

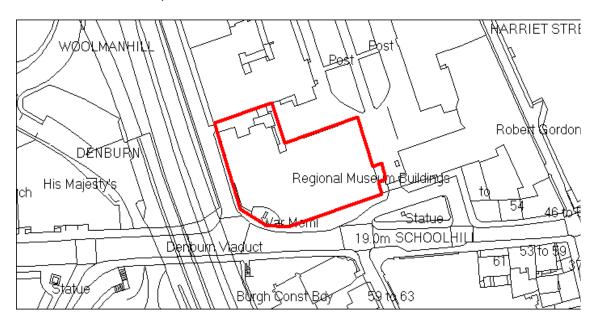
Application Type: Listed Building Consent Advert: Listed Building Application Ref.: P131246 Advertised on: 04/09/2013

Application Date: 21/08/2013 Committee Date:

Officer: Tommy Hart Community Council: No response

Ward : George Street/Harbour (A May/J received

Morrison/N Morrison)



RECOMMENDATION: Willingness to approve subject to conditions and refer application to Historic Scotland

DESCRIPTION

The existing Grade A Listed building is located in the heart of Aberdeen, adjacent to Union Terrace Gardens, at the junction of Schoolhill and Blackfriars Street.

To the north and east is the Robert Gordon's College and University. To the south is a landscaped area, the "pocket park", containing several mature trees and a statue of General Gordon and an access road to the school/university complex.

The site comprises the Gallery buildings, War Memorial, Cowdray Hall, hard landscaped areas at the War Memorial and a loading bay area to the rear (north).

The Gallery building was designed by A. Marshall Mackenzie and opened in 1885, it is widely considered a fine example of its type in Scotland (Historic Scotland http://data.historic-scotland.gov.uk/pls/htmldb/f?p=2200:15:0::::BUILDING,HL:19978,aberdeen art gallery). An outstanding 2-storey block of Renaissance style buildings, constructed in distinctive polished, grey granite ashlar with pink Correnie granite dressings and detailing linked by a vehicular arch. It has a moulded base course; rock-faced rusticated course rising to cill-course; moulded blocking course; plain ashlar frieze and moulded cornice. Architraved and corniced, astragalled fixed-pane windows run length of ground floor with decorative roundels above.

To the rear, there is a more modern extension which is finished in grey drydash render in need of updating both internally and externally and contrasts with the quality of design of principle buildings.

In terms of the interior, the Art Gallery has a fine central sculpture court with black and white marble stair as well as a distinctive colonnaded sculpture court with columns of different coloured granite. Above, there is a balustraded balcony.

The War Memorial, it is an octagonal court with a balustraded circular balcony at first floor level and giant, arched recesses rise to domed ceiling.

The Cowdray Hall has a curving, stepped stage area with pneumatic pipe organ. It has a doric-columned basement level with geometric plasterwork ceiling. There are also decorative cast-iron balustrades to the hallway stairs and predominantly original brass fixtures and a timber-boarded cloak room with drop-leaf counter.

Existing condition and repair

The main Gallery fabric needs attention and requires some significant repair/replacement of roofs and skylights. The current condition of roofs and glazing means there are ongoing problems with water ingress and associated damage to the building fabric, resulting in risk to the collection. The lack of thermal barriers and insulation in the roof space is also a major contributer to environmental problems.

The Cowdray Hall is in better condition but suffers from similar roof issues and water ingress at the basement makes this area unuseable. The Hall interior is in need of complete redecoration and new lighting and servicing systems are urgently required.

BRIEF HISTORY OF THE ART GALLERY

Following the original Art Gallery opening in 1885, in 1905 the building was extended in association with the newly established adjacent Gray's School of Art, linked to the Art Gallery across an elaborate gate building.

Further development took place with the addition of the City's War Memorial and the Cowdray Hall, opened by King George V and Queen Mary in 1926. In 1937 the 'Regional Museum' opened in the basement below the Cowdray Hall.

The James McBey Print Room and Art Library, within the Gallery, opened in 1961. The McBey Library within the building operates as a reference library.

The complex has undergone periodic alterations since, including addition of public toilets under the main stairs and the Cowdray Hall lobby, a staff wing over the service court in 1978, and internal fit outs including the shop and café.

PROPOSAL

The proposals can be summarised as follows;

External Fabric

- Removal of pitched roofs and skylights behind the parapets of the main building and the addition of a new storey of accommodation for temporary galleries and a learning zone, with external spaces at roof level;
- At the entrance portico, the enlargement of openings at ground floor, insertion of new glazed openings and doors with surrounds;
- At the west end of the main fascade to Schoolhill, enlarge the openings to ground level;
- Demolition of the staff wing to the rear of the site and replacement with a new extension to provide staff facilities, library and resource centre (includes the demolition of the McBey and Murray Rooms);
- The addition of a new escape stair tower on the east elevation of the building into the courtyard of Robert Gorden's College; and
- Various repairs and sundry works to the exterior of the building.

New roof-top extension

The new rooftop extension would be contemporary in design and finish. It would be angular and have varying roof heights ranging from around 20.5m along the east and north elevations to 18.5m in height at the south-west corner, adjacent to the Memorial Dome. Along the western and southern elevations the structure is recessed back by around 6m to allow two new roof terraces to be formed. A large 'skylight' is proposed to allow light to filter down into the main Gallery to ground floor level. There are also two banks of rooflights along the taller sections of the extension.

In terms of materials, the 'solid' elements of the external walls would be finished with pre-patinated copper scalloped cladding panels, with copper coloured capping pieces. There would be a vertical window introduced in the north east corner facing into the Robert Gordon's College courtyard and along the south and western elevations, there would be a number of glazed sections which would have profile fins fitted externally to match the rest of the elevation.

New rear extension

The new rear extension would be between 19 and 21m in height (21m where the lift would be located internally) & 15m in width. This would reflect the form of the existing building. The extension would project towards the Robert Gordon's College building to within 4m of its south wall (apart from a new wall formed for the new covered delivery area). The walls would be finished with grey cladding panels, which have a variation in texture across the fascade. There would be some thin ventilation panels introduced, as well as loading doors and a single-ply membrane roof, all of which would be grey in colour.

New escape stair extension

This would project 2m from the existing east facing wall, towards the courtyard of Robert Gordon's College. It would be 16m in height and 8m wide. There would be a precast concrete basecourse, this to the parapet level, the stairwell would have a glazed finish with profile fins attached to match the new roof extension. Above this the stairwell would match the roof extension, against which it would be read, in terms of materials.

Internal Fabric

Basement:

reorganisation of the partitions to the basement gallery.

Ground floor:

- stripping-out of spaces, including the entrance lobby and staircase leading to the first floor; relocating granite columns disturbed by the downtakings into a new arrangement and reinstating the pilaster vaulting, refurbishment of the space, including modifying cills to windows;
- at the west end, stripping out finishes and steps relating to the former entrance to the Cowdray Hall and reorganising the layout;
- internal reorganisation to remove an education space, and reorder a shop and café:
- in the Sculpture Court, modifications at the north-west corner and to the north wall surfaces of the colonnade, to accommodate new principal stair rising through three floors;
- narrowing in width of the 'middle north' gallery space, resulting from the the new stair;
- subdivision of the north west gallery to introduce 'goods' and passenger lifts:
- McBey Room to be stripped out and replaced by a new Community Gallery as part of the new wing to be erected to the rear of the building;
- 1960's War memorial panel to be repositioned within the 'War Memorial Court', the four doors of the court are to be reopened on their original axis;
- Cowdray Hall refurbished;
- External walls stripped back and relined with hydrocopic insulation.

First floor:

 Storage pods removed from the Murray Room and the space stripped out for the erection of the new rear wing;

- In the Memorial Court, the balcony widened and raised to improve access to the galleries on all four axes;
- Introduction of new stairwell into middle gallery, for vertical circulation;
- Laylight to the Sculpture Court removed and the decorative freize laser scanned and taken down, stored and thereafter reinstated; the coffered ceiling surveyed and recorded and propped for the duration of the works;
- All remaining galleries; laylights and decorative plasterwork taken down, set aside and thereafter reinstated, to permit the construction of the new floor of accommodation;
- Circulation space at the head of the entrance staircase to become a gallery space after removal of existing stair;
- Upper surfaces and ceilings of the Cowdray Hall refurbished.

Second floor:

 Other than the ceilings and laylights of the galleries referred to above, none of the fabric of the building is affected at this level because of the construction of the new upper floor extension.

Supporting Documents

All drawings and the supporting documents listed below relating to this application can be viewed on the Council's website at - http://planning.aberdeencity.gov.uk/PlanningDetail.asp?131246

On accepting the disclaimer enter the application reference quoted on the first page of this report.

- Design Statement;
- Heritage Report and Conservation Statement;
- Lighting Concept; and
- Various photomontages.

REASON FOR REFERRAL TO COMMITTEE

The application has been referred to the Planning Development Management Committee because more than 5 objections have been received. Accordingly, the application falls outwith the scope of the Council's Scheme of Delegation.

CONSULTATIONS

Roads Projects Team – no observations

Environmental Health – no observations

Enterprise, Planning & Infrastructure (Flooding) - no observations

Education, Culture & Sport (Archaeology) – no objections, but request a condition be attached requiring an archeological scheme of works be agreed prior to any works.

Historic Scotland – made initial comments requesting some additional information/justification but in general have been supportive of the scheme. Require formal notification of the application, given its A-Listing. A copy of their initial comments are appended to this report.

Community Council – no comments received

Aberdeen City and Shire Design Review Panel - Overall, the Panel were complimentary and supportive of the scheme. Comment was primarily focused on matters of clarification regarding the design development and form. The Panel supported the reorganisation of the internal layout and felt the proposals improved orientation and spatial clarity within the building. The Panel would welcome the proposal back once some of the details are confirmed with regard to the external area, materials, roof form and position. A copy of the comments are appended to this report.

REPRESENTATIONS

Seven letters of objection have been received. The objections raised relate to the following matters –

- 1. Loss of the staircase:
- 2. There would be adverse impact on the internal space due to the placing of the new staircase in what is currently the sculpture court;
- 3. The propsal is very damaging to the elevations on Schoolhill and from Robert Gordon's College;
- 4. The proposed rooftop extension would ruin the building and the surrounding area;
- 5. The proposed materials are wholly innapropriate;
- 6. The war memorial will be completely ruined due to the innappropriate rooftop extension;

PLANNING POLICY

National Policy and Guidance

Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997

Section 64 of the 1997 Act imposes a duty on the planning authority to pay special attention to the definition of a conservation area as 'areas of special architectural or historic interest the character or appearance of which it is desirable to preserve'.

<u>Scottish Planning Policy (SPP)</u> is the statement of Government policy on land use planning and includes the Government's core principles for the operation of the planning system and concise subject planning policies. The subject planning policies relating to the 'historic environment' is a relevant material consideration.

<u>Historic Scotland's Scottish Historic Environment Policy (SHEP)</u> sets out policy for the management of change. Further guidance on selected topics is incorporated within a series of leaflets, 'Managing Change in the Historic Environment' – specifically 'Extensions' and 'Setting'.

New Design in Historic Settings suggests that new buildings in historic settings should seek to replicate existing buildings in design, appearance and materials. While this may be appropriate in specific circumstances, in general new interventions in historic settings do not need to look 'old' in order to create a harmonious relationship with their surroundings.

Aberdeen Local Development Plan

Policy C2 – City Centre Business Zone and Union Street

This policy primarily relates to retaining retail uses.

Policy H2 – Mixed Use Areas

Applications for development within Mixed Use Areas must take into account the existing uses and character of the surrounding area and avoid undue conflict with adjacent land uses and amenity.

Policy D1 – Architecture and Placemaking

To ensure high standards of design, new development must be designed with due consideration to its context and make a positive contribution to its setting.

Policy D4 – Aberdeen's Granite Heritage

Promotes the retention of buildings of granite whether listed, or not. It reiterates the presumption against the demolition of granite buildings falling within conservation areas where the building preserves or enhances the character or appearance of the conservation area.

Policy D5 – Built Heritage

Reinforces the relevant statements within Scottish Planning Policy.

EVALUATION

Where a proposal affects a listed building Sections 14(2) and 59(1) of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 places a duty on planning authorities, in determining an application for listed building consent, to have special regard to the desirability of preserving the building or its setting and any features of special architectural or historic interest which it possesses. This is the primary consideration in the determination of applications for listed building consent.

Principle of development

The application site lies within a mixed use area within the 'City Centre Business Zone'. As the application does not relate to a change of use, being an extension to an existing art gallery, there is no conflict with Policies C2 or H2 of the Local Development Plan. Further, with respect to the A-Listed granite building, the application does not propose significant demolition of the historically important or granite sections of the building and so there is conformity with Local Plan Policy D4.

The proposed works to the building is culture-led. The current building has seen a number of unsympathetic alterations over more recent years and is also considered by the applicants not to meet the current requirements or provide an adequate home for the important collection. Further, the War Memorial and Cowdray Hall are underused due to existing condition and access issues.

Notwithstanding the above, a more detailed evaluation is requried to assess the proposals against other national and local policies and guidance.

Design, Scale and form of extensions

It is acknowledged that the new extensions contrast with the Renaissance style Art Gallery buildings, in terms of design and use of materials. However, this contemporary approach is clearly well considered and makes a positive contribution to the A-listed building in itself and to the wider Conservation Area. A detailed analysis of the approach taken is set out in the supporting 'Design Statement' and this is considered to align with the guidance set out in "New Design in Historic Settings", in that respect the proposed extensions are not considered to conflict with national policy. It is also considered that the proposed new extensions compliment the existing building and add a new modern dimension with a high design standard. It is clear to see how the building has evolved over its almost 130 year history and the new extensions would continue this.

Various options were considered by the architects, and these have been refined through contact with Planning Officers and Historic Scotland. It is acknowledged that the restricted site means that the only real option for creating more space is via a rooftop extension, however the detailed design of the rooftop extension is key to the success of the development. The symmetry of the original Gallery fascade would be reinforced by the new rooftop extension and is similar in mass to the adjacent Robert Gordon's University administration building, which also faces onto the Schoolhill public space. The height of the rooftop extension would be kept below that of the Memorial Hall dome and when seen from Union Terrace Gardens, would form a back drop to the dome.

Consideration has been given to how the cladding materials will reflect the light of the sky and this is achieved by the use of scalloped (curved) pre-patinated copper panels with copper fins.

In terms of massing, this has been reduced through the reduction of the ridge level towards the south west corner, the introduction of glazed panels behind the copper fins, and the setting back of the extension on the front and west elevation resulting in the creation of terraces.

Robert Gordon's College quadrangle, while not a public space, provides a historic setting and a significant challenge lay in addressing how to mitigate the bulk of the rooftop extension from that vantage point. Although the extension would appear taller here, because of its position on the wallhead, this solution was considered the most appropriate in order to provide the required head height for the temporary gallery. It is considered that the choice of materials would help to soften the impact on this important section of the rear elevation.

In relation to the new rear extension, generally the size and scale are considered acceptable, in the context of its location which is almost obscured from wider public view other than the upper limit of the lift shaft, which may be visible from Belmont Street. The new Gallery support wing would be finished in grey cladding panels which fit in well with the granite of the gallery, although also providing a contrast, and the adjacent Robert Gordon's College building.

Notwithstanding its highly visible location adjacent to a well used access into the Robert Gordon's College quadrangle, the impact is likley to be minimal in the context of the overall redevelopment works. The structure is relatively small-scale, is positioned on the eastern elevation, and the materials proposed are considered to fit well with the existing building and new roofop extension. It is noted that the new stairwell would have some impact on the width of the existing pedestrian footpath, which allows access from Schoolhill along the eastern side of the Art Gallery into the Robert Gordon's College quadrangle, although there would still be around a 2m wide footpath available for pedestrian use. The agent submitted an options appraisal with regards the new staircase which outlines that the location as proposed is the least obtrusive option available.

Lastly, with regards to the alterations to the Schoolhill elevation, this would involve the insertion of glazing in the entrance portico, creating two more glazed openings at the main entrance and opening up the windows towards the end of the 1925 extension, to create three access points into the café. The rationale behind these options is to: open up more of the building to improve its public presence; and to link in with future public realm works in front of the Gallery. Whilst there is no consern with the new openings at the main entrance, the detail of the three openings adjacent to the War Memorial are a clear compromise, resulting from the scale of the openings and operational issues which would be experienced with other practicable alternatives.

In terms of the contemporary design, it is worth reminding Members that the principle of such an approach, for a modern extension to an A-listed building, has been approved at the Triplekirks site on the southern side of Schoolhill. It is considered that the new extension to the Art Gallery would sit well in the context of that emerging example.

Visual impact of the development and impact on Listed Building and Conservation Area

Internal alterations

In terms of the War Memorial Court, the proposed alterations would open up the court, in order to improve permeability through it; and allow less restricted access to a first floor balcony. It is acknowledged that there are no practicable less obtrusive options which would allow a similar 'regeneration' of this space. In terms of the new section of balcony, the amended plans, which show the existing balcony being retained in-situ is to be welcomed.

In relation to the sculpture court, the opening up of the north-west corner, the repositioning of the front entrance columns and the new second floor balcony and atrium. It is considered that the special character of this key space would not be unduly harmed.

The proposed internal alterations to the original fabric are considered to be the most appropriate options considered, in order to open up the front range and making the entrance more welcoming and appealing. It is acknowledged that the exisitng staircase is not the original, but nonetheless is an important element and feature and its loss will have a marked impact on the building's special

architectural and historical interest. Nonetheless, there is clear justification for its removal, namely in order to facilitate the new openings either side of the existing door.

The new staircase within the north range would would see the space narrowed to the same width as the other ranges. The removal of the storage pods within the Murray Room, on the first floor, is a positive step as it would facilitate bringing this room back into more productive use. The same can be said for the alterations to the ground and first floor galleries. Additionally, by relocating the education workshop into the new roof extension, the ground floor galleries can be more easily accessed and more gallery space made available.

External views

It is considered that the proposals would not be readily visible from the roundabout at Woolmanhill or further north on Skene Square.

The most significant long views are likely to be from around Union Terrace and the Gardens. The view from Union Terrace would still be dominated by the copper-clad dome of the Memorial Court and this will continue to break the skyline. The stepped and pitched profiles of the roof extension would add interest to the city's roofscape and, together with the angled planes of the walls to the principal south and west elevations, the physical bulk of the extension would be broken up satisfactorily. The changing roofline also creates an added dimension, rather than that which the constant roofline of a standard 'box' might have provided.

The careful choice of external finishing materials to the roof would create visual interest, with the leading edges highlighted against the scalloped surfaces of the panels. It is also considered that the colour would relate well to the pink granite, used decoratively in the facades of the building.

The other key long view within the townscape is from Union Street, down Belmont Street. The changing planes of the rooftop extension add to the interest of this vista. Viewed from this angle the necessary bulk of the extension does not seem out of place as it is framed by the tall lead clad dome on the corner of Belmont Street. The proposal to open up the panels to either side of the entrance ensures that the plinth of the building becomes less solid and more welcoming.

Short Views

Short distance views within the historic setting are of no less importance in establishing the relationship between the extended and refurbished Art Gallery and the adjoining buildings and public spaces.

The impact on the two views from the southwest, from the Denburn Bridge and in front of the Triple Kirks site respectively, have in part been considered above. There is clear benefit in tying in the advanced points of the rooftop extension with the original 1884 façade, as the design acknowledges the symmetry, but without replicating it. Addiitonally, the sloping eaves line to the rooftop extension, at the southeast corner, defies true perspective and would add to the interest of the skyline.

The view in the reverse direction, from Schoolhill, shows the degree to which the public realm to the front of the Art Gallery has the potential to transform the streetscape. The harmonisation of the colours of the rooftop extension with the tints of the granite dressings are an important aspect in the successful integration of the new and the old work.

Benefits of the development

In terms of the alterations proposed within the front range, the benefits that would be realised include making the entrance more accessible. By removing the stair and reorganising the café, shop and ancillary functions away from the original gallery, the space becomes more open and welcoming, creating better visual connections and makes access easier. Having the café situated adjacent to the War Memorial and Cowdray Hall allows for this part of the Gallery to be open in the evenings and reflects the function of that part of the building and to events being held there.

Relevant planning matters raised in written representations

- 1. This point has been addressed above.
- 2. The new staircase is to be placed within the north range, not the sculpture court. It is acknowledged that in the north range there would be a small reduction of useable space however it is considered that this is more than compensated for by the other alterations which creates more gallery space throughout the building.
- 3. -6. These points have been addressed in the relevant sections above.

RECOMMENDATION

Willingness to approve subject to conditions and refer application to Historic Scotland

REASONS FOR RECOMMENDATION

Taking account of the points above, it is considered that the modern design of the extensions would comply with Aberdeen Local Development Plan Policy D1 (Architecture and Placemaking). The proposed extensions are considered to make a positive contribution to the immediate area and fit well in the context of the building in terms of size, scale, form, massing and use of materials – all of which are considered to compliment and enhance the existing building. Further, it is considered that the proposed extensions comply with the objectives of 'New Design in Historic Settings' with regards to the contemporary extensions fitting harmoniousley with the historic environment. It is considered that the proposals are a creative response to the existing A-Listed building which preserve the existing built heritage.

In terms of impact on the A-listed building and the wider conservation area, it is considered that the new development would preserve and enhance the building, in line with the requirements of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 as amended by the Historic Environment (Amendment) (Scotland) Act 2011, Historic Scotland's Scottish Historic Environment Policy (SHEP), Scottish Planning Policy statements on the historic environment, and Aberdeen Local Development Plan policy D5 (Built Heritage).

The proposal seeks the retention of the existing granite building and therefore complies with Aberdeen Local Development Plan Policy D4 (Aberdeen's Granite Heritage).

By virtue that the development is not proposing the loss of a retail unit, there is no conflict with Aberdeen Local Development Plan Policy C2 (City Centre Business Zone and Union Street). Further, it is considered that the extension to the Art Gallery would not have any undue conflict with the adjacent land uses nor levels of amenity and therefore there is no conflict with Aberdeen Local Development Plan Policy H2 (Mixed Use Areas).

it is recommended that approval is granted with the following condition(s):

1. Prior to commencement of the following works, a finalised specification, including, where appropriate, larger scale elevation and section drawings, brochure details and samples, shall be submitted to and approved by the planning authority, in consultation with Historic Scotland:

Full details of the repair and restoration works to the Art Gallery buildings (internal and external) including: details of protective measures for the interior and exterior fabric and features that are to remain in situ during the works; lime mortar specification for repointing of external walls, including a methodology for removal of existing pointing to avoid damage to stonework; mortar mix; protective measures for carbonation stage; details of window and door repairs and repainting, including proposed colour; details of the internal wall, floor and ceiling treatment and finishing, including within the Cowdray Hall and War Memorial Court (inclusive of details of the new memorial panels and new hanging art work/light display); and proposed treatment for retained special architectural features, including decorative frieze on first floor (to include details of storage and repositioning);

Reason: To safeguard the building's special architectural and historic interest.

Prior to commencement of the following works, a finalised specification, including, where appropriate, larger scale elevation and section drawings, brochure details and samples, shall be submitted to and approved by the planning authority, in consultation with Historic Scotland:

Full details of any alteration/new works (internal and external) including: 1:20 scale section drawings and plans for the roof terrace and glazed balustrades; Details of any new signage, external lighting, and other new fixtures to be attached to the exterior walls of the building, to include non-ferrous fixings into masonry joints; Larger scale elevation and section drawings for new opening for staircase within north west corner of the Sculpture Court; External stone repair, including details of stone replacement, and samples;

Reason: To safeguard the building's special architectural and historic interest.

that no development shall take place within the application site until the applicant has secured the implementation of a programme of archaeological work which shall include post-excavation and publication work in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by Aberdeen City Council as Planning Authority - in the interests of protecting items of historical importance as may exist within the application site.

4. that no development shall take place unless samples of all external finishing materials (including a coloured sample of the copper capping piece for the roof addition) of the development hereby approved has been submitted to, and approved in writing by by Aberdeen City Council as Planning Authority and thereafter the development shall be carried out in accordance with the details so agreed - in the interests of visual amenity.

Dr Margaret Bochel

Head of Planning and Sustainable Development.

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Registered with the Scottish Civic Trust Registered Charity Number SC003089 Honorary Secretary: Mr A Struthers

> Aberdeen Civic Society c/o 44 North Deeside Road, ABERDEEN AB15 7PL

Enterprise, Planning & Infrastructure Aberdeen City Council Business Hub 4 Ground Floor North Marischal College Broad Street Aberdeen AB10 1AB

25 September 2013

Dear Dr Bochel

P131246 & P131247 - Aberdeen Art Gallery Schoolhill

The Society has considered the above applications and wishes to comment as follows:-

We are delighted that money is available to be spent on refurbishing the Art Gallery however we are very disappointed that the existing marvellous staircase will be lost and the internal space adversely affected by the proposed replacement staircase in what is currently the sculpture court.

We also consider that the proposal is very damaging to the elevations from both Schoolhill and from the grounds of Robert Gordon's College.

We would be grateful if our representation could be given consideration.

| Yours sincerely | |
|--------------------|--|
| | |
| Alastair Struthers | 10 10 10 10 10 10 10 10 10 10 10 10 10 1 |
| Alastali Strothers | |

m:

Diane Morgan

t:

21 September 2013 11:26

PI

ject:

Aberdeen Art Gallery Ref 131246

r Sirs,

om Harriet Street to Blackfriars Street there is no more delectable precinct in the city.'

Alexander Keith: A Thousand Years of Aberdeen, 1972.

ish to object to the current plans for alterations to Aberdeen Art Gallery on the grounds that they are ppropriate for the area,

1 if implemented would be a waste of public money.

amount of 'talking up' can disguise the fact that the proposed rooftop extension will resemble a ill-formed isize hut,

ever material is used, while the tinkering with various apertures at ground floor level of the façade will stroy

unity of the architectural triptych formed by the Art Gallery, Robert Gordon's College and the former Gray's nool of Art.

aling with the lowering to street level of the cills of the two windows flanking the main door, this will, one reads, gnal more overtly the

esence of the Art Gallery by allowing people to see more clearly into the building'.

ore cost effective than employing architects and tradesmen,

distributing masonry and making costly new windows in the hope of achieving a greater 'footfall' build be to advertise the existence of the Gallery and its offerings regularly in the local press. Iditionally, having at the entrance a notice of the locations of current exhibitions, and of forthcoming talks etc. build be more helpful and informative to the casual passer-by than peering through windows.

conclusion, there has been much harping on about the Gallery as 'Victorian' but at is its era rather than its style. It is a timeless, light and airy building.

nd can outsiders such as Historic Scotland have the same 'feel' for the Gallery as local people to have known and loved it all their lives?

ours sincerely,

irs Diane Morgan

he Braes'

5 Ferryhill Place

berdeen AB11 7SE

PΙ

From:

Ian M Mackie

Sent:

12 September 2013 16:49

To:

PT

Subject:

Ref: 131246-alterations to city Art Gallery

Dear Sir,

I wish to record my objections to the proposed changes to the city Art Gallery. In particular, I object to the plan to remove the marble staircase and also, the addition of a third storey and changes to the skyline.

Yours sincerely Lindsey M Mackie

| | 24 September 2013 15:30 PI |
|--------------------|--|
| ject: | Planning Comment for 131246 |
| nment for Planning | Application 131246 |
| ne : John Runcie | |
| lress: 67 Prospect | Terrace |
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| e : | |
| ement: Monday, 2 | 3 September 2013 |
| | |

jection to Art Gallery application 131246

webmaster@aberdeencity.gov.uk

ish to object to planning submission 131246 Aberdeen Art Gallery has always been internationally recognised as ng one of the most well lit, well designed galleries in the UK with a special unified ambiance which is difficult to neve and impossible to replace. To construct and stick on a wood framed glasshouse on to this magnificent building and only ruin the total facade aspect of the building but that of the whole surrounding area. It is of an age that build be retained as part of the city' s history and heritage, so much of which has been demolished in the city.

e removal of the magnificent marble staircase, which in itself is a work of art and of local craftsmanship, is sheer idalism, together with the fact that we cannot now get the materials or the craftsmanship we had in the past. The softhe existing delicate glass roof windows senseless.

e war memorial built by public subscription should be sacrosanct and is also recognised as being one of the most applicant in the UK, with the possible exceptions of the national memorials should be sacrosanct. It will also be will be ruined with this completely inappropriate rooftop addition.

the requirement was for more space, surely with foresight an attempt at the acquisition of the old art school, which build then have given the Council the whole facade, and as the interior is nondescript, could have been removed to ovide a box which then could have been worked on in a modern way, e.g.

e have heard about the provision of a new, (and only) museum. Surely this could have included an art galley 2 and ereby retain the Irreplaceable existing gallery, e.g. The old Woolmanhill building.

jurs sincerely

incillors,

hn W. Runcie

16-9-13

4 Gordon Road Aberdoen AB15 7 R L

Dieder of Planning Elevation bilip Council

Dew Sir

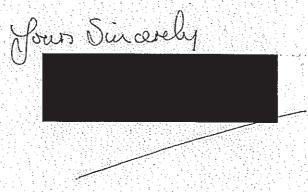
alterations to aberelian art Gallery Ref 131246

I wish to raise objections to the above

The removal of the existing marble startcase which is beautified and whomes the which is beautified and whomes the affectance of the entrance half and is in accord with the present design.

2) The glass construction on the roof which is out of beefing with the Alisted facade of the building.

thanks to your member I staff who was kind enough to show me ele plans and gave me assistance in understanding the profosed alterations.



m: webmaster@aberdeencity.gov.uk

1t: 21 September 2013 19:47

ΡI

oject: Planning Comment for 131246

nment for Planning Application 131246

me : Edi Swan dress : Ardsheil St Mary's Place on

erdeenshire

ephone: |ai|: |e::

mment: I find it an obscenity that the original concept of an elegant facade of the War Memorial, the Art Gallery and iginal Gray's School of Art will be destroyed by the proposal for a rooftop extension. The desecration of the irble staircase and the Sculpture Hall is too awful to contemplate.

reased space for the Art Gallery could be better gained by moving through the passage above the Robert Gordon's llege gateway into the former Gray's School of Art and the RGU Student Union

at corner of Schoolhill could then be a triangle of cultural excellence

Robert Vickers

From:

ERIC AULD

Sent:

10 September 2013 14:19

To:

Ρī

Subject:

Art Gallery

ref 131246

Dear Sirs,

Please place on record my strong objections to the alterations to the Art Gallery. They are totally at odds with architecture and the interior alterations are tantamount to vandalism. The stairway especially should be preserved as a beautiful piece of fine marble-work.

There are many other options for an extension to the Gallery which should be considered.

I am,

Ours faithfully,
Eric Auld
27 Hammersmith Road
Aberdeen

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By E-mail

Planning & Sustainable Development Enterprise,
Planning & Infrastructure
Aberdeen City Council
Business Hub 4, Ground Floor North
Marischal College
Broad Street
Aberdeen
AB10 1AB
tomhart@aberdeencity.gov.uk

Aberdeen Art Gallery Schoolhill Aberdeen

Longmore House Salisbury Place Edinburgh EH9 1SH

Direct Line: 0131 668 8913 Direct Fax: 0131 668 8722 Switchboard: 0131 668 8600 Michael.Scott@scotland.gsi.gov.uk

Our ref: HGG/A/GA/71 Our Case ID: 201303346 Your ref: P131246

30 September 2013

Dear Sirs

Planning (Listed Buildings And Conservation Areas) (Scotland) Act 1997

We refer to your consultation of 29 August and have now completed our consideration of this. Our comments are as follows:

The application relates to a proposed major intervention and expansion scheme for the category A listed Aberdeen Art Gallery. It stems from Aberdeen City Council's commitment to a major project to transform the gallery complex into a world class cultural centre.

Designed in three main phases by one of Aberdeen's pre-eminent architectural practices, Alexander Marshall Mackenzie and sons, the gallery is one of the principal civic buildings from Aberdeen's late 19th century planned urbanisation. It comprises the original 1885 Renaissance style block in distinctive grey granite ashlar and pink granite dressings, and which includes the former Gray's School of Art building and Robert Gordon's College Arch to the east, forming a continuous principal elevation on Schoolhill, set behind a small triangular area of public open space; the 1905 rear expansion, including atrium-like colonnaded Sculpture Court and re-modelled front entrance area with new marble stair; and the 1925 extension to the west, comprising Cowdray Hall and copper domed War Memorial Court, creating a fine neo-classical corner.

Our position

We have welcomed the opportunity at pre-application stage to discuss the emerging proposals. This has enabled us to fully appreciate the numerous deficiencies of the current gallery, notably the deteriorating building fabric and environmental conditions; inadequacy of space; and poor accessibility, circulation, visitor and support facilities. We support the need to tackle these deficiencies and recognise the wider community benefits from transforming the Art Gallery into a first class cultural centre. We have acknowledged that this requires extensive intervention and expansion. We have also





recognised that a roof addition, in the absence of other options, is the only practical way to achieve the required additional space, and that considerable change to the interior is necessary. We have however had reservations relating to (1) the height and appearance of the roof addition, including fire escape extension (2) the removal of the main stair; (3) reconfiguration of the War Memorial Court balcony; and (4) alterations to the main (Schoolhill) elevation.

With regard to this submitted application scheme, we are now generally satisfied with the proposals. We consider that a clear rationale for the scheme is provided with the supporting information (Heritage Report, Conservation Statement, and Design Statement) in terms of the extent of intervention required to tackle the building deficiencies and to sufficiently revitalize the gallery. The supporting information also addresses the proposals in relation to relevant national listed building policy set out in the Scottish Historic Environment Policy (SHEP), notably paragragh 3.43 covering works of major intervention. While we still have some reservations about certain parts of the scheme, as mentioned below, we are content that the special architectural and historic interest of the Art Gallery would be largely maintained.

Our comments on the associated application for planning permission P131247, including potential impact on the setting of other nearby category A listed buildings, are set out in our accompanying consultation reply letter for this planning application.

Our specific comments on this application for listed building consent are as follows:

Exterior works

Roof addition and roof terraces

This would clearly be a substantial contemporary addition positioned above the main gallery space, impacting on the wider townscape as well as affecting the character of the Art Gallery itself. Our comments on the impact on the wider townscape setting, including Robert Gordon's College quadrangle, are provided in our accompanying consultation reply letter for the planning application P131247.

With the exception of its rear view, we are content that the roof addition would sit as comfortably as can be in relation to the existing Art Gallery and would not overwhelm or unduly harm its special character. This is due to its overall height; proposed materials and detailing; alignment with the original 1885 Schoolhill façade; its largely setback position from this façade and the War Memorial corner elevation, including its copper dome.

Concerning the rear view from Robert Gordon's quadrangle, the roof addition would clearly have a dominating visual impact on the Art Gallery due to its bulk and positioning hard onto the back building line. While there appears to be no scope to reduce its size further or set it back from the rear building line, we would welcome further review of the proposed external finishing treatment to help soften its visual impact.

With regard to the proposed roof terraces, these should not impact significantly on the appearance of the listed building. We would however like to see further information on the proposed glazed balustrades, including larger scale section and plan drawings showing the balustrades in relation to the Schoolhill front elevation parapet and the west part of the roof adjoining the dome. This information should





be sufficent to show that the visual impact of the balustrades is minimised as much as possible.

• Fire escape extension

We consider that this would have an adverse visual impact on the Art Gallery, notably detracting from the views of the Robert Gordon's Arch. We understand that less intrusive options, including an internal solution, or a smaller/repositioned extension, are not available. However this is not made clear in the submitted Design Statement and Heritage Report. We recommend that clarification of this be obtained, which clearly demonstrates that there are no other options for a less intrusive solution and that the wider public benefits of a revitalized gallery cannot be achieved without this intervention. Subject to this clarification, we would welcome further refinement of the current proposal, including its overall size and review of its cladding treatment, to help minimise its visual impact.

Rear extension

We are generally satisfied with the proposed extension at the rear to include new staff facilities and library/resource centre. This would replace the rear part of the 1925 extension and a 1978 staff block in the rear courtyard area. Subject to clarification of its finishing metal cladding material and colour, we are content that this would not adversely affect the Art Gallery.

Alterations to Schoolhill elevation

The proposed external alterations for the Schoolhill elevation would involve insertion of additional glazing in the entrance portico and glazed doors at the 1925 west end. We acknowledge the rationale to open up more of the building to improve its public presence and to link in with a future phase of public realm improvements for the front of the gallery. While we are content with this rationale, we suggest that options be further explored, for less intervention on this façade, to retain more of the pink granite basecourse, if practicable, by reducing the number of new doorways.

Interior works

General

We accept that major alterations to the interior are required to significantly revitalize the gallery. We are generally content with the overall rationalization and alterations proposed.

Removal of main stair

While the existing 1905 marble stair is an important feature and its loss would have an adverse impact on the building's special architectural and historic interest, we accept there is clear justification shown for its removal, as set out in the supporting information

Alterations to War Memorial Court

The proposed widening and raised height for the balcony within the 1925 War Memorial Court would disturb a well preserved key interior feature. In the absence of less intrusive options, we accept the rationale for its reconfiguration to allow







level-access circulation through the first floor suite of galleries and to increase its use for art display space and possibly as an antechamber for the Cowdray Hall. We consider that the proposed contemporary design including simple glazed balustrade would be an honest solution. We would however prefer to see the existing balustrade retained in-situ, along with the remainder of the existing balcony as shown on the section drawing. Although this would be concealed behind the new work, it would make it easier for any future reinstatement of the original balcony. We recommend that the proposals be amended accordingly and would also like to see details of the finalised proposals for the Memorial Court, including details for the new memorial panel, and new hanging art work/light display. Subject to this, we are satisfied that the overall special character of the court would be mostly maintained.

Sculpture Court

Concerning proposals affecting the Sculpture Court, these mainly relate to the new opening in the NW corner where the new stair would be inserted, the repositioning of associated front entrance columns, and the impact of the new second floor balcony and atrium. We are content that the special character of this key space would not be unduly harmed, but would welcome further clarification, including larger scale drawings, for the new stair access opening.

Miscellaneous matters

It would be desirable to include a copy of the engineer's report, specification and drawings, with the application. This should be sufficient to show that the existing building is structurally capable of such an extensive intervention without greater alteration than shown in the current submitted details.

We would also like to see a full specification for the proposed repairs and restoration work, including stonework, lime mortar work, roof repairs, rainwater goods, windows and doors (including details of original paint colour reinstatement), and interior works, including measures for safeguarding historic fabric and features during the refurbishment and construction works.

We also wish to remind the applicants of the need to provide the RCAHMS with an opportunity to record the building prior to commencement of works.

LBC application procedure

As the City Council is the applicant in this instance, the application for listed building consent will require statutory referral to Historic Scotland for its determination on behalf of Scotlish Ministers.

We would be happy to discuss the proposals further, in the light of our above comments and any further details and amendments being submitted.

Yours faithfully

Michael Scott

Senior Heritage Management Officer, Historic Buildings North





Aberdeen City and Shire Design Review Panel

Report

Project:

Aberdeen Art Gallery Redevelopment

Date of Meeting:

15 April 2013

Details:

Internal refurbishment and extension of existing category A listed

Gallery, Cowdray Hall and War Memorial complex.

Location:

Schoolhill, Aberdeen, AB10 1FQ

Use:

Arts and Culture

Planning

Aberdeen City Council

Authority:

Presenters:

Gareth Hoskins (Managing Direct & Architect) Christine Rew (Art

Gallery and Museums Manager)

Panel members:

John Buchan, David Mcclean, Susan Mcfadzean, Andrew McNair,

Sholto Humphries

Chair: Scribe: Dr Margaret Bochel Rebecca Oakes

Present:

Laura Robertson, Tommy Hart, Daniel Lewis, Bridget Turnbull

Introduction

The Aberdeen Art Gallery is located within the city centre of Aberdeen and is currently undertaking a redevelopment project. The redevelopment aims to transform Aberdeen Art Gallery and Cowdray Hall into a world class cultural centre, celebrating art and music in the North-east, and provide a focal point for the creative industries and Aberdeen's Cultural Quarter. The project will restore and modernise the buildings, celebrate and bring to life Aberdeen Art Gallery's internationally significant permanent collections, expand the temporary displays and special exhibition galleries, enhance the visitor experience and allow the gallery to reach out to new audiences. The redevelopment project will also seek to bring a renewed understanding of the third building within the complex – the War Memorial – which offers a treasured place for contemplation and reflection and continues to be the focus of the annual civic Act of Remembrance.

Panel's Views and comments

Adjacent building

The question was raised by the Panel as to why the adjacent Robert Gordon University building to the east of the courtyard archway was not considered during the design of redevelopment proposals for the Aberdeen Art Gallery. The building in question had an extra floor within its layout with good height as it was previously occupied by Gray's School of Art. It was confirmed by the presenters that this building was indeed explored as an option however it did not meet the Gallery requirements for redevelopment or help to overcome some of the

problems with the existing gallery space. Using this building would create an additional entrance door to the gallery complex which would not solve the circulation issues and crucially the building is not for sale. However, the Panel did feel that the potential public space improvements outside the gallery will help to unify these two building elevations and offer and enhanced setting.

Frontage

The Panel asked for clarification regarding the proposed changes to the Gallery frontage and how this would work to connect with the proposed internal spaces. The presenting team confirmed that there would be two 'slot' windows created either side of the main entrance door, up to the height of the existing windows. This desire to 'open up' the entrance for visitors was in response to public consultation feedback whereby the existing entrance appeared uninviting. The design team discussed how they looked at various options for the entrance, including coming through behind the War Memorial lion statue, but the entrance at the top of Belmont Street was considered preferable for both prominence and to aid delivery of the internal circulation strategy. To further aid the 'opening up' of the main gallery frontage, the café is to be relocated to the western end and the three windows along this elevation extended by lowering their cills and allowing the café to spill out onto the public space. This would enable the café space to double up for evening events at the Cowdray Hall and avoid the security implications of opening up the entire Gallery building.

Public Space

The Panel was supportive of the potential to create a public space to the front of the art gallery with an enhanced public realm; however they were concerned about delivery and the impact this could have on the overall redevelopment. The Panel added that due to the level differences and the presence of the road this creates a barrier to public usage of the 'pocket park'. The presenting team confirmed that they had begun discussions with both Robert Gordon's College and the Council regarding the proposals, including how it can plug into wider public realm improvements in the City Centre. The public realm scheme outside the Gallery will remain a part of the proposed redevelopment; however the timescales for delivery will alter to reflect partnership working with relevant landowners and stakeholders. The design intention is to open up the 'pocket park' into a usable area of public realm and take it back to the concept of a civic space in which it was originally envisaged. The Panel suggested that this could include the tightening up of the Schoolhill / Blackfriars Street junction and offering a more gradual pavement incline up to the main entrance door. The presenting team welcomed these suggestions and added that the Gallery could explore opportunities to expand art exhibitions into this public space.

Rooftop Extension and Form

The Panel asked a number of questions concerning the form and position of the rooftop extension, including in relation to the existing façade of the building and clarification regarding rooftop access. The presenting team confirmed that the

proposals had undergone a series of design options, one of which was primarily rectangular in form with a glazed frontage all along the principle elevation, which was discussed as potentially being built directly off or behind the granite parapet. Another option brought the front elevation of the extension in line with the existing façade extending the parapet. Any extension must have a certain internal height to function as gallery space, but the design team wanted to create an extension with interest to avoid appearing overly dominant. Therefore the final option chosen by the design team consisted of an extension set behind the parapet and in certain areas 'pulled back' to offer external rooftop spaces.

This design evolved with a series of angles and slopes, primarily around the War Memorial dome, this enabled the majority of the higher space to be kept to the rear and for the extension to effectively 'wrap around' the roofspace. The resulting extension creates a series of both long and short distance views and glimpses which change as you move around the building, and provides the opportunity for creating an active balcony roof space.

Materials

The presenting team mentioned a number of material choices for the rooftop extension had been considered. The early design options showed glass, however this material choice is in the process of being reconsidered as the design team felt that it appeared to 'hover' on the top of the building. Art gallery spaces require to be more contained with the ability to control light levels, there fore a darker more solid material form is now being considered which actually engages more with the building. The Panel showed support for such a change in material form but did raise concerns regarding how the proposed material would weather and potential staining of the granite façade, particularly where the two materials meet at the granite wall head/parapet. The design team confirmed this as a key concern for any material choice and a supportive drainage strategy along with product testing would help to confirm final material choice.

Conclusion

Overall, the Panel were complimentary and supportive of the scheme. Comment was primarily focused on matters of clarification regarding the design development and form. The Panel supported the reorganisation of the internal layout and felt the proposals improved orientation and spatial clarity within the building. The Panel would welcome the proposal back once some of the details are confirmed with regard to the external area, materials, roof form and position.

This report reflects the views of the panel as a whole and is not attributed to any one individual. The comments within this report do not prejudice any panel members from forming a differing view individually at a later date.





Prepared for Members of Aberdeen City Council and the Controller of Audit
October 2013



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Key messages

This report summarises the findings from our 2012/13 audit of Aberdeen City Council. As part of the audit we assessed the key financial and strategic risks being faced by the council. We audited the financial statements and reviewed the council's financial position. In addition, we considered aspects of governance, best value, the use of resources and performance.

Financial Statements

We have given an unqualified opinion on the financial statements of the council and its group for 2012/13. In our opinion they give a true and fair view of the state of affairs of the council and its group as at 31 march 2013 and of the income and expenditure for the year then ended.

Financial position

In 2012/13, Aberdeen City Council spent £780.2m on the provision of public services including £63.3m on its capital programme. Once accounting adjustments are taken into account, the council increased its usable (cash backed) reserves by £48.5m during 2012/13. Overall, a favourable outturn of £5.7m was achieved by the council for 2012/13, partly due to significant savings on staff costs.

In February 2013, the council approved the revenue budget for 2013/14. A shortfall of £5.5m was identified, however it was agreed that by using a Financial Risk Reserve to meet any shortfall, a balanced budget could be approved. The 5 year indicative budget highlighted a worsening position. At the end of the 5 year period to 2017/18, a cumulative shortfall of £20m has been identified, which is almost double the position in 2012/13. The council has significant challenges ahead in addressing this matter.

Governance and accountability

There have been several changes in the management team over the year and most recently, the Head of Finance left the council. Appropriate interim arrangements were promptly put in place to ensure continuity of the section 95 officer role.

Politics is an integral part of local government leadership, however it is important that they can be set aside to support the constructive working of the council. We observed political tensions among councillors in several council meetings which have impacted on the effectiveness of decision making processes.

Overall the council's governance arrangements in 2012/13 were satisfactory. No material weaknesses in the accounting and internal control systems were identified during the audit although our interim report included some areas for improvement agreed with management.

Following a recommendation in our 2011/12 Report, arrangements have been agreed to strengthen governance in the council's Arms Length External Organisations (ALEOs) such as Sport Aberdeen, Aberdeen Sports Village and Aberdeen Exhibition and Conference Centre.

These include a clear distinction between the roles of service committees and the Audit and Risk Committee and the establishment of officer governance teams.

Performance and best value

The findings from a best value review of Aberdeen's Community Planning Partnership were published in March 2013 and concluded that Community Planning in Aberdeen has improved but commitment from all partners, particularly NHS Grampian, has to be clear and consistent. It was reported that the partnership needs to show better leadership to get more out of community planning for the city.

The council have developed 47 local performance indicators, which have a further 68 performance measures and 3 qualitative assessments. Based on an analysis of these indicators, there has been a deterioration in performance during 2012/13, with almost half of the indicators showing a decline.

Outlook

Scotland's public bodies will continue to face increasing demand and cost pressures for their services in the foreseeable future. Although the council has been able to agree balanced budgets in the last few years, the longer term situation forecasts increasing budget shortfalls. The council will have to continue to review its priorities and make increasingly difficult decisions about services to be provided to balance the budgets in future years.

Strengthening of the relationship between the council and NHS Grampian will provide a sound base for supporting the recently established local authority trading company and in working towards the integration agenda for health and social care.

The public reform agenda, particularly Welfare Reform, will result in the biggest shake up in the UK welfare system in 60 years. This will have a significant impact on a range of council services. There are early indications that welfare reform is resulting in increased rent arrears nationally.

Aberdeen City Council Page 5

Introduction

- 1. This report is the summary of our findings arising from the 2012/13 audit of Aberdeen City Council. The purpose of the annual audit report is to summarise the auditor's opinions (i.e. on the financial statements) and conclusions, and to report any significant issues arising. The report is divided into sections which reflect the public sector audit model.
- 2. A number of reports have been issued in the course of the year in which we make recommendations for improvements (Appendix A). We do not repeat all of the findings in this report, but instead we focus on the financial statements and any significant findings from our wider review of the council.
- 3. Appendix B is an action plan setting out the high level risks we have identified from the audit. Officers have considered the issues and agreed to take the specific steps in the column headed "planned management action". We do not expect all risks to be eliminated or even minimised. What we expect is that the council understands its risks and has arrangements in place to manage these risks. Members should ensure that they are satisfied with the proposed management action and have a mechanism in place to assess progress.
- 4. This report is addressed to members and the Controller of Audit and should form a key part of discussions with the audit committee, either prior to, or as soon as possible after, the formal completion of the audit of the financial statements. Reports should be available to other stakeholders and the public, where appropriate. Audit is an essential element of accountability and the process of public reporting.
- 5. This report will be published on our website after consideration by the council. The information in this report may be used for the Accounts Commission's annual overview report on local authority audits. The overview report is published and presented to the Local Government and Regeneration Committee of the Scottish Parliament.
- 6. The management of the council is responsible for preparing financial statements that show a true and fair view and for implementing appropriate internal control systems. The auditor is responsible for auditing and expressing an opinion on the financial statements. Weaknesses or risks identified by auditors are only those which have come to their attention during their normal audit work, and may not be all that exist. Communication by auditors of matters arising from the audit of the financial statements or of risks or weaknesses does not absolve management from its responsibility to address the issues raised and to maintain an adequate system of control.
- The co-operation and assistance given to us by officers during the audit is gratefully acknowledged.

Financial statements

- 8. Audited bodies' financial statements are an essential part of accounting for their stewardship of the resources made available to them and their performance in the use of those resources.
- 9. Auditors are required to audit financial statements in accordance with the timescales set by Audit Scotland, which may be shorter than statutory requirements, and give an opinion on:
 - whether they give a true and fair view of the financial position of audited bodies and their expenditure and income
 - whether they have been properly prepared in accordance with relevant legislation, the applicable accounting framework and other reporting requirements.
- 10. Auditors review and report on, as appropriate, other information published with the financial statements, including the annual governance statement and the remuneration report. This section summarises the results of our audit on the financial statements.

Audit opinion

11. We have given an unqualified opinion on the financial statements of the council and its group for 2012/13. In our opinion they give a true and fair view of the state of affairs of the council and its group as at 31 March 2013 and of the income and expenditure for the year then ended. We also certify that the accounts have been prepared properly in accordance with the relevant legislation, applicable accounting standards and other reporting requirements.

Legality

12. Through our planned audit work we consider the legality of the council's financial transactions. In addition the Chief Accountant has confirmed that, to the best of his knowledge and belief, the financial transactions of the council were in accordance with relevant legislation and regulations. There are no legality issues arising from our audit which require to be brought to members' attention.

Annual Governance Statement

- 13. The financial statements contain an Annual Governance Statement (the statement) signed by both the Leader of the Council and Chief Executive. In line with good practice, the statement was considered by the Audit and Risk Committee on 4 June 2013, in advance of the draft financial statements being presented to council on 26 June 2013. As part of our annual audit, we review the disclosures made in the statement and the process for obtaining sufficient assurance to inform its content.
- 14. We were satisfied with the disclosures made in the statement and the adequacy of the process put in place by the council to obtain assurances from its service directors.

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Remuneration report

15. We are satisfied that the remuneration report has been prepared in accordance with the relevant legislation. The disclosures within the 2012/13 financial statements include all eligible remuneration for the relevant council officers and elected members under a number of categories including pension benefits.

Accounting issues

16. Local authorities in Scotland are required to follow the Code of Practice on Local Authority Accounting in the United Kingdom 2012/13 (the Code). Overall we are satisfied that the council prepared the 2012/13 financial statements in accordance with the Code.

Accounts submission

17. The unaudited financial statements were submitted to the Controller of Audit in advance of the target date of 30 June. The working papers were of a good standard and staff provided effective support to the audit team. The financial statements were certified by the target date of 30 September 2013 and are now available for presentation to members and for publication.

Presentational and monetary adjustments to the unaudited accounts

- 18. In line with International Standard on Auditing 260 'Communication of audit matters to those charged with governance', we reported the conclusions of our audit to the Audit and Risk Committee on 24 September 2013.
- 19. Several misstatements were identified during the audit and the most significant were corrected in the accounts. The effect of these adjustments is a decrease in net assets of £13.5m, an increase of £6.7m in the general fund and a reduction of £20.2m in other reserves. The main adjustments related to :
 - an error in the valuation of council house additions
 - the accounting treatment for monies set aside from council tax for affordable housing
 - the treatment of potential liabilities arising in respect of the now suspended Scottish Government's Landfill Allowance Tax Scheme.
- 20. A number of presentational amendments were also processed to improve the disclosures within the accounts. In addition, adjustments were not made for other misstatements identified during the audit. These misstatements, while more than clearly trivial, are immaterial to the accounts as a whole. If adjusted, the net impact of the misstatements would be an increase of £1.1m in net assets, an increase of £0.2m in the general fund and an increase in other reserves of £0.9m. It is our responsibility to request that all misstatements be corrected, although the final decision on this matter rests with those charged with governance taking into account advice from officers and materiality. Management explained that these adjustments were not material to the financial statements and we concurred with this view.

Group accounts

- 21. The diversity of service delivery vehicles used by local authorities means that consolidated group financial statements are required to give a true and fair view of the activities of the council. To enable the preparation of group financial statements, councils are required to consider their interests in all entities, including companies, joint ventures and statutory bodies, such as police, fire and valuation joint boards, and where there is a material interest in other organisations they should be consolidated.
- 22. The council has interests in 5 subsidiaries, 3 associates and one jointly controlled entity which are consolidated in the group accounts in accordance with the Code. These interests are shown in Exhibit 1.
- 23. International Standard on Auditing (ISA) 600 'Using the work of another auditor' requires us to consider a number of matters relating to the audit of group entities included within the financial statements of the council. As part of this process we issue questionnaires to auditors of material group entities and obtain audited accounts for all subsidiaries and associates. Based on this work we draw members' attention to the following matters:
 - in accordance with recommended accounting practice, key policies for component bodies such as pension costs and the valuation of non-current assets at market value have been aligned with the council's accounting policies. Where this was not possible, we were satisfied that the amount was not material to the group accounts.
 - all bodies within the group received unqualified audit opinions on their 2012/13 financial statements.
- 24. The Police and Fire Reform Act came into force on 1 April 2013 resulting in the transfer of Police and Fire bodies from local to central government and the creation of national police and fire organisations. This will have a positive impact on the future group accounts of the council as it will remove significant pension liabilities that both Grampian Joint Police Board and Grampian Joint Fire Board were carrying.

Aberdeen City Council Aberdeen Exhibition Mountwest 343 and Conference Common Good Funds **Trust Funds** Sport Aberdeen Limited 100% 100% 100% Centre 100% 100% Grampian Joint Fire Grampian Valuation Grampian Joint Police Board and Rescue Board Joint Board 48% 49% 39% Aberdeen Sports Village Limited ACC 50%

University of Aberdeen 50%

Exhibit 1 – Aberdeen City Council Group Structure

Source: Aberdeen City Council Statement of Accounts 2012/13

Common Good

- 25. As at 31 March 2013, the value of the Common Good Fund stood at £78.2m, an increase of £4.3m from the value in the previous financial year. This increase was largely attributable to an increase in the value of the investment property held by the fund.
- 26. In December 2007, the Local Authority (Scotland) Accounts Advisory Committee (LASAAC) issued guidance covering the common good. The council complies with this guidance as it prepares a separate disclosure in the council's financial statements and the assets are separately identified in the council's asset register.
- 27. The guidance note also states that local authorities should take reasonable steps to ensure that common good asset registers support the assets shown in the common good balance sheet. In common with other councils, Aberdeen's view is that reviewing the title deeds at point of sale represents "reasonable steps" for maintaining the asset register as a title deeds search of all council assets would be time consuming and prohibitively expensive.
- 28. Restrictions over the alienation or disposal of common good assets continue to be governed by the law of common good. No issues were identified through our routine audit activity during 2012/13 in relation to the treatment of common good assets.
- 29. In May 2013, the council agreed to dispose of land held by the Common Good Fund. The receipts from this sale will significantly increase the reserves of the fund over the next 6 years and will be invested in accordance with the approved Common Good investment strategy.

Pension costs

- 30. Aberdeen City Council is a scheduled body of North East Scotland Pension Fund which is a multi-employer defined benefit scheme. In accordance with pensions accounting standard IAS19 'Retirement Benefits', the council has recognised its share of the net liabilities for the pension fund in the balance sheet. The valuation at 31 March 2013 provided by the scheme's actuaries increased the council's share of the deficit from £257.6m as at 31 March 2012 to £292.6m as at 31 March 2013. Although the fair value of assets rose in the year, the increased deficit was more significant due to changes in actuarial assumptions such as salary increases, mortality levels and rates of inflation. Actuarial assumptions in general were lower this year with the result that scheme liabilities increased.
- 31. Exhibit 2 shows Aberdeen's net liability compared to previous years. This deficit does not require an immediate cash injection but may need to be funded by increased contributions over the long term.

Exhibit 2: IAS19 Net Pension Liability/Deficit

| | 2012/13 £000 | 2011/12 £000 | |
|---|-----------------|-----------------|-------------|
| Fair Value of Assets | 863,568 | 744,506 | 846,722 |
| Liabilities - present value of defined benefits obligations | (1,156,159) | (1,002,083) | (1,074,977) |
| Net Pension Liability/Deficit | (292,591) | (257,577) | (228,255) |
| Discount rate | 4.2% | 4.9% | 5.5% |

Source: Aberdeen City Council Statement of Accounts 2012/13

Outlook

- 32. On 1 August 2013, the council established two council wholly owned subsidiaries, Bon Accord Care and Bon Accord Support Services. Bon Accord Care will provide a range of social care services to the elderly and their carers throughout the city. Bon Accord Support has been set up to provide support services to Bon Accord Care. Both subsidiaries will require to be consolidated with the council's 2013/14 group accounts. In respect of the financial statements, there will be a range of issues to resolve in terms of separately identifying and disclosing the transactions, assets and outstanding liabilities for the services transferred including any potential workforce reduction and early retirement costs.
- 33. The Charities Accounts (Scotland) Regulations 2006 as amended (the 2006 Regulations) set out the accounting and auditing rules for Scottish registered charities. These apply to all local authority registered charities and require an audit of a registered charity's financial statements where the local authority is sole trustee and where certain thresholds apply (i.e. income of £0.5m or above or gross assets of £3.26m). An independent examination is required for the financial statements of charities below the aforementioned threshold values.

- 34. A full audit is required from 2013/14 of all registered charities where the local authority is the sole trustee irrespective of the size of the charity. This is due to the interaction of section 106 of the Local Government (Scotland) Act 1973 with the Charities Regulations.
- 35. Aberdeen City Council has 50 registered charitable trusts with work in progress to amalgamate and reduce that number to less than ten. The council are hopeful that this will be achieved by 31 March 2014 but this is dependent on approval from the Office of the Scottish Charity Regulator (OSCR).
- 36. The Assistant Auditor General (AAG) wrote to Local Government section 95 officers in June 2013 advising them of these new arrangements and the Accounts Commission's decision to appoint the auditor of each council as the auditor of its relevant charities. This is likely to result in an increase in audit costs and will form part of the fee discussions as part of the 2013/14 audit planning process.
- 37. The Scottish Government has recently carried out a consultation exercise in terms of the Local Authority Accounts (Scotland) Regulations. It is anticipated that the new regulations will apply to the financial year 2013/14 and will require audit committees to approve audited accounts by 30 September 2013. This will effectively require the timetable for the audit and certification of the accounts to be brought forward by a couple of weeks. In addition, there will need to be due consideration to the impact of the revised regulations when the council sets meeting dates for the Audit and Risk Committee.

Refer to Action Point No. 1

Financial position

- **38.** Audited bodies are responsible for conducting their affairs and for putting in place proper arrangements to ensure that their financial position is soundly based.
- **39**. Auditors consider whether audited bodies have established adequate arrangements and examine:
 - financial performance in the period under audit
 - compliance with any statutory financial requirements and financial targets
 - ability to meet known or contingent, statutory and other financial obligations
 - responses to developments which may have an impact on the financial position
 - financial plans for future periods.
- **40**. These are key areas in the current economic circumstances. This section summarises the financial position and outlook for the organisation.

Financial results

41. In 2012/13, Aberdeen City Council spent £780.2m on the provision of public services including £63.3m on its capital programme. In delivering these services the council generated an accounting loss of £40.9m. Adjustments are, however, required to this accounting deficit to reflect the statutory funding arrangements in place. Once these are taken into account, the council increased its usable (cash backed) reserves by £48.5m during the year. These matters are discussed further in the following paragraphs.

Budgetary control

- 42. Overall, a favourable outturn of £5.7m was achieved by the council for 2012/13 and further explanation on this is provided throughout this section of the report. In relation to the council's key frontline services, Exhibit 3 shows an increasing trend towards underspends in recent years. In particular, Housing and Environment Services achieved a significant underspend of £3.9m, 11.5% of annual budget. This was attributable to lower waste disposal costs, partly due to lower than anticipated waste volumes, and savings achieved by the homelessness service changing its provision of accommodation away from bed and breakfast.
- 43. Savings arising from the management of staff vacancies across all services amounted to £9.2m, representing 3.7% of the general fund staff budget. At the end of the financial year there were approximately 760 vacancies in the council, the equivalent of around 10% of funded posts. At a time of financial pressures, balanced budgets have been achieved in part by reducing staff numbers. However, the council needs to monitor the consequences for services. Whilst a vacancy factor is to be expected, a high level may produce a negative impact on service performance. We comment further on service performance issues on pages 30 and 31 of this report.

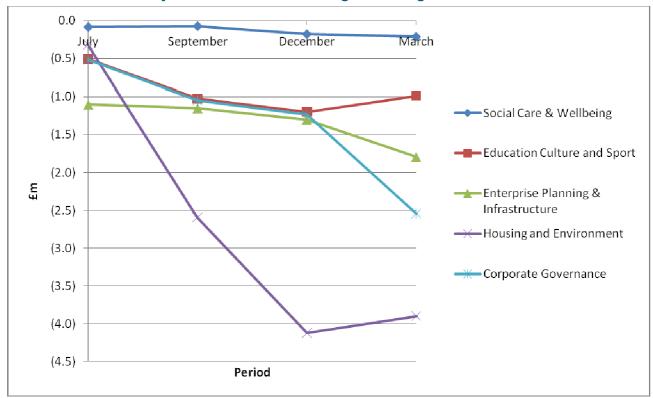
Exhibit 3 - Key Services (underspend)/ overspend

| | 2012/13 £m | 2011/12 £m | 2010/11 £m |
|--|---------------|---------------|---------------|
| Key Services | | | |
| Education, Culture and Sport | (1.0) | (0.7) | 1.8 |
| Housing and Environment | (3.9) | (0.8) | (0.6) |
| Social Care and Wellbeing | (0.2) | (2.2) | (7.8) |
| Enterprise Planning and Infrastructure | (1.8) | (3.0) | 2.6 |
| Corporate Governance | (2.5) | (2.8) | (1.4) |

Source: Aberdeen City Council Statement of Accounts 2010/11, 2011/12 and 2012/13

44. Exhibit 4 shows the departmental projected results as reported on a regular basis to members and highlights the on-going attention to savings during the year.

Exhibit 4 - 2012/13 Projected Outturn Variance against Budget



Source: Aberdeen City Council Revenue Budget Monitoring

45. As highlighted in Exhibit 5, the council revised the approved budget set in February 2012 to reflect progress in achieving approved budget savings options from October 2012. This

resulted in a reduction in budgeted expenditure of £7.9m. Thereafter, the only movements in the budget were virements between services.

Exhibit 5 - Outturn against budget 2012/13

| | Approved Budget - February 2012 | Revised Budget - October 2012 | Final Budget | Outturn | Outturn variance |
|--|--|--|-----------------|---------|---------------------|
| | £000 | £000 | £000 | £000 | £000 |
| Key Services | | | | | |
| Education, Culture and Sport | 171,682 | 173,743 | 160,389 | 159,403 | 986 |
| Housing and Environment | 38,385 | 37,001 | 34,029 | 30,132 | 3,897 |
| Social Care and Wellbeing | 118,728 | 121,966 | 120,076 | 119,862 | 214 |
| Enterprise Planning and Infrastructure | 51,529 | 52,042 | 40,783 | 38,986 | 1,797 |
| Corporate Governance | 27,430 | 28,573 | 27,962 | 25,419 | 2,543 |
| | | | | | |
| Total General Fund Services | 459,600 | 451,675 | 451,675 | 451,316 | 359 |
| Funding | 459,600 | 451,675 | 451,675 | 457,011 | 5,336 |
| General Fund Surplus | 0 | 0 | 0 | (5,695) | 5,695 |

Source: Aberdeen City Council Revenue Budget 2012/13, Revenue Budget Monitoring

Reserves and earmarked balances

46. At 31 March 2013, the council had total usable funds of £108.8m and as Exhibit 6 demonstrates, this is an increase of £48.5m (80.4%) compared to the previous year, largely due to an increase in general fund earmarked balances and an increase in the capital fund held within statutory reserves. The council's policy is to maintain free balances at £11.3m which is approximately 2.5% of revenue expenditure. At 31 March 2013, the unallocated general fund balance was held at this level.

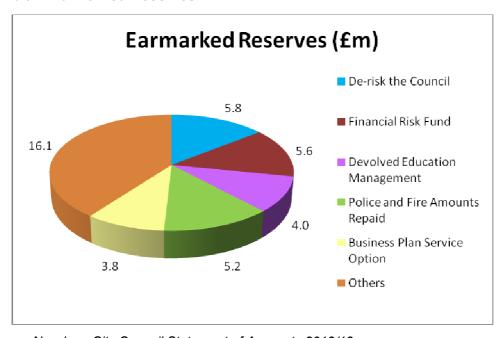
Exhibit 6: Reserves

| Description | 31 March 2013 £m | 31 March 2012 £m | Movement %age |
|--|---------------------|---------------------|------------------|
| General Fund (unallocated) | 11.3 | 11.3 | 0 |
| General Fund (earmarked balances) | 37.9 | 20.1 | 88.6 |
| Housing Revenue Account (unallocated) | 6.0 | 4.3 | 39.5 |
| Housing Revenue Account (earmarked balances) | 2.4 | 2.7 | (11.1) |
| Statutory and other reserves | 51.1 | 21.8 | 134.4 |
| Capital grants unapplied | 0.1 | 0.1 | 0 |
| Total | 108.8 | 60.3 | 80.4 |

Source: Aberdeen City Council Statement of Accounts 2012/13

47. The total value of the council's earmarked reserves including the Housing Revenue Account balance as at 31 March 2013 was £40.3m, an increase of 76.8% from 2012.

Exhibit 7: Earmarked Reserves



Source: Aberdeen City Council Statement of Accounts 2012/13

48. Exhibit 7 shows the main earmarked balances held by the council at 31 March 2013. There are a number of significant new earmarked balances in the year including a Financial Risk Reserve of £5.6m and £2.9m for Affordable Homes. The Financial Risk Reserve was established to meet future financial risks arising from pressures the council cannot directly influence. In addition, Exhibit 8 shows a significant increase in both the value and number of earmarked balances over the last few years.

| Exhibit 8: Earmarked reserves | | | | |
|--------------------------------------|------------------|---------|---------|---------|
| | 2012/13 | 2011/12 | 2010/11 | 2009/10 |
| | £m | £m | £m | £m |
| Value of total Earmarked | | | | |
| Reserves | 40.4 | 22.8 | 26.5 | 21.5 |
| | Number | Number | Number | Number |
| Earmarked reserves | 31 | 21 | 15 | 16 |
| New balances in year | 11 | 10 | 1 | 5 |
| Balances removed in year | 1 | 4 | 2 | 4 |
| Balances no movement | 5 | 2 | 3 | 3 |
| Source: Aberdeen City Council Stater | ment of Accounts | | | |

Capital investment and performance 2012/13

- 49. The financial statements show additions to the council's property, plant and equipment of £61.3m, the majority of which relates to enhancement expenditure on council dwellings. Including other asset categories and non-asset creating expenditure, this produces a total for capital expenditure in 2012/13 of £63.3m.
- 50. The trend in sources of funding for capital expenditure is reflected in Exhibit 9. This shows that capital funding from the various sources for 2012/13 was consistent with the previous year.
- 51. The council, in conjunction with Aberdeenshire Council and Transport Scotland has continued to progress the construction of the Aberdeen Western Peripheral Route (AWPR) and has an obligation to pay a share of the costs. In 2012/13 the council agreed a funding mechanism with Transport Scotland which effectively caps the council's future contributions to the scheme at £75m.

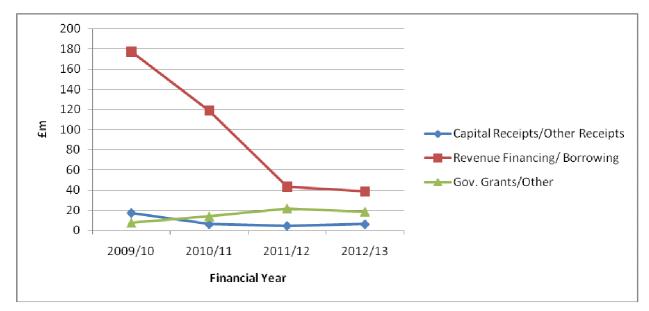


Exhibit 9 - Sources of finance for capital expenditure 2009/10 - 2012/13

Source: Aberdeen City Council Statement of Accounts

Treasury management

- 52. Treasury management activities are reported twice a year to the council and the strategy is updated annually. As at 31 March 2013, Aberdeen City Council held short term investments of £20.3m (£20.2m at 31 March 2012).
- 53. All borrowing undertaken by the council should be in accordance with the Prudential Code which requires the council to demonstrate that it is affordable and sustainable. During 2012/13, whilst the council reduced its level of short term borrowing from £130.6m to £121.7m, this is around 21% of total borrowing. The use of short term borrowing carries a liquidity risk in making repayments and exposes the council to increasing costs should interest rates rise. Whilst the council recognises this risk, its treasury management strategy is aimed at benefiting from the current low interest rates offered on short term borrowing. The level of short term borrowing held at 31 March 2013 was therefore in accordance with the council's strategy.

Financial planning to support priority setting and cost reductions

54. The Aberdeen City Council Business Plan was approved by the council in February 2012 as part of the budget setting process for 2012/13. As part of the development of the Business Plan and budget, the council updated its Priority Based Budgeting (PBB) exercise to review all costs incurred and consider all services being delivered. While the budget setting process identified a shortfall of £2.6m, a number of savings were also identified and approved to allow the council to approve a balanced budget for 2012/13. Financial forecasts and progress against savings packages are routinely reviewed and monitored as part of regular monitoring reported to the management team and members. The longer term position at this time highlighted a cumulative shortfall of £10.2m in the 5 year period to 2016/17.

- 55. In February 2013, the council approved the revenue budget for 2013/14. A shortfall of £5.5m was identified, however it was agreed that by using the Financial Risk Reserve to meet any shortfall, a balanced budget could be approved. The 5 year indicative budget highlighted a worsening position. At the end of the 5 year period to 2017/18, a cumulative shortfall of £20m has been identified, which is almost double the position in 2012/13. This is shown in Exhibit 10 below.
- 56. The 2013/14 balanced budget relies on the use of non recurring reserves to support the break-even position. This is not a long term strategy and carries the significant risk that the underlying reasons for the shortfall are not addressed. The indicative budget figures for 2014/15 make use of an amount from the risk fund. In spite of the savings already identified in the last 2 years by the council, it is clear that further savings options or redesign of services will require to be developed to ensure financial sustainability.

Refer Action Plan No. 3

Exhibit 10: Movement in Financial Position 2012/13 - 2017/18

| | 2012/13 £'000 | 2013/14 £'000 | 2014/15 £'000 | 2015/16 £'000 | 2016/17 £'000 | 2017/18 £'000 | |
|----------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|--|
| 2012/13 Budget – Agreed 09/02/12 | | | | | | | |
| Funding | (459,600) | (461,821) | (465,244) | (471,908) | (475,947) | | |
| Expenditure | 462,198 | 466,902 | 469,327 | 474,883 | 485,877 | | |
| Shortfall | 2,598 | 5,081 | 4,083 | 2,975 | 9,930 | | |
| Savings Agreed | (2,598) | (2,435) | (2,426) | (2,418) | 293 | | |
| Revised Shortfall | 0 | 2,646 | 1,657 | 557 | 10,223 | | |
| 2013/14 Budget – Agreed | 14/02/13 | | | | | | |
| Funding | | (434,005) | (436,559) | (445,470) | (451,572) | (456,228) | |
| Expenditure | | 439,546 | 447,910 | 452,187 | 466,672 | 476,276 | |
| Shortfall | | 5,541 | 11,351 | 6,717 | 15,100 | 20,048 | |
| Use of Financial Risk Reserve | | (5,541) | (3,054) | 0 | 0 | 0 | |
| Revised Shortfall | | 0 | 8,297 | 6,717 | 15,100 | 20,048 | |

Source: Aberdeen City Council Revenue Budget 2012/13 and 2013/14

Partnership working

- 57. The Scottish Government and Convention of Scottish Local Authorities reviewed community planning and Single Outcome Agreements in 2012 following which they published their 'Statement of Ambition'. This made it clear that significant changes to improve community planning are needed to respond to the challenges of reducing public finances while demand for services increases.
- 58. The Audit Scotland report 'Improving community planning in Scotland' (March 2013) was based on the findings from three pilot audits including Aberdeen. It concluded that partnerships have not been able to show that they have had a significant impact on delivering improved outcomes across Scotland.
- 59. The findings from the audit of Aberdeen's Community Planning Partnership were also published in March 2013 and concluded that Community Planning in Aberdeen has improved but commitment from all partners, particularly NHS Grampian, has to be clear and consistent. It was reported that the partnership needs to show better leadership to get more out of community planning for the city.

Refer to Action Point No. 4

Outlook

2013/14 budget and beyond

- 60. As at July 2013, the 2013/14 outturn forecast reported to members was an underspend of £4.3m, around 1% of budget. This position has arisen due to vacancy management, reduced costs of waste disposal and progress being made in the delivery of savings options.
- 61. In the short term, the council expects relative financial stability as savings packages in 2013/14 are anticipated to deliver an underspend on budget. Beyond that however, the medium to long term outlook for public sector finance remains significantly challenging so councils will need to plan accordingly.

Auto-enrolment

- 62. The Pensions Act 2011 introduced measures which aim to reform workplace pensions and enable individuals to save more for their retirement. One of the key measures is the introduction of auto-enrolment which places a duty on employers to automatically enrol all eligible job holders into a qualifying pension scheme and inform them that they have done so. The main implications for the council are the legal requirements to comply with auto-enrolment and the additional financial costs as a result of increased employer pension contributions.
- 63. In an update to the council's Corporate Policy and Performance Committee in November 2012, estimated annual costs of auto-enrolment were £3m if 100% of eligible employees remained in the scheme following enrolment. In the 2013/14 revenue budget, the council assumed that approximately 30% of eligible employees will remain in the scheme. However,

early indications showed that around 70% have chosen to remain in the fund. This will require additional contributions from employers putting further pressure on the council's budget.

Governance and accountability

- 64. The three fundamental principles of corporate governance openness, integrity and accountability apply to all audited bodies, whether their members are elected or appointed, or whether they comprise groups of people or an individual accountable officer.
- 65. Through its chief executive or accountable officer, each body is responsible for establishing arrangements for ensuring the proper conduct of its affairs including the legality of activities and transactions, and for monitoring the adequacy and effectiveness of these arrangements. Audited bodies usually involve those charged with governance, including audit committees, in monitoring these arrangements.
- 66. Consistent with the wider scope of public audit, auditors have a responsibility to review and report on audited bodies' corporate governance arrangements as they relate to:
 - corporate governance and systems of internal control
 - the prevention and detection of fraud and irregularity
 - standards of conduct and arrangements for the prevention and detection of corruption.
- 67. In this part of the report we comment on key areas of governance.

Corporate governance

Processes and committees

- 68. Over the last 18 months the council has considered a series of reports arising from self-evaluation activity and associated areas for action having reflected upon the Accounts Commission's report: 'Roles and working relationships: are you getting it right?' During 2012/13, the council set up a working group to review its committee structure, standing orders and scheme of delegation. Consequently, a number of recommendations were approved by council in August 2013. These included:
 - disbanding the Corporate Policy and Performance Committee and transferring its remit to a renamed Finance, Policy and Resources Committee
 - the creation of a Petitions Committee; and
 - the establishment of a Property Sub Committee to deal with asset management and property matters.

Decision making processes

- **69.** Effective political leadership and culture are important to ensure that councils can balance strategic, corporate, operational and local objectives effectively. They are important factors to support good accountability and continuous improvement.
- 70. Politics is an integral part of local government leadership and tensions are not unusual. However, through Audit Scotland's Best Value work across Scotland, we have identified that, in the best performing councils, councillors are able to identify when to set aside political differences and work in a constructive way to support the work of the council. This was reflected in our 'Roles and Working Relationships' report, from which an extract of good practice is included in Exhibit 11.

Exhibit 11 Effective working relationships

In successful councils, councillors and senior managers share a strong public sector ethos and work well together to put their plans for the council area into action. Common features include clearly understood political and managerial structures, professional and constructive relationships between councillors and between councillors and officers, a shared commitment to council priorities, and constructive debate at council and committee meetings.

In contrast, in many of those councils making least progress in best value, a lack of clarity about roles and responsibilities and poor working relationships were contributing factors. In the most serious cases, problems included heightened political tensions among councillors and a lack of trust and mutual respect among councillors and between councillors and officers, which affected their ability to work together.

Source: How Council's Work: Roles and Working Relationships: are you getting it right? Accounts Commission 2010

- 71. As part the audit process we observed council meetings and these were mainly held in public. These meetings are often long, lasting up to eight hours excluding breaks. In many cases this is due to the number of amendments proposed in response to reports on the agenda. Meetings are well attended and most councillors engage in debate. However, in many instances points have already been made by other councillors which leads to long discussions that add little to the considerations overall.
- 72. Behaviours in the council chamber were regularly disrespectful with councillors being reminded of the existence of the Code of Conduct. A number of local issues over the last year have been particularly challenging and added to the political tensions.

Audit and Risk Committee

- 73. As the body charged with governance for the purposes of International Standard on Auditing 260, the Audit and Risk Committee plays a key role in monitoring governance including risk management and internal controls.
- 74. An effective committee should have an appropriate status and be independent. Ultimately this depends on the members of the committee and their approach. In line with good practice, the committee is chaired by the Leader of the main opposition party in the council. However, it is important that an audit committee's discussion is not influenced by a political position, but that members have sufficient knowledge of services and resources to be able to provide appropriate challenge. This in itself requires particular skills and specialist training which would perhaps support the need for consistency in membership. In recent months, we observed a number of substitutions on the Audit and Risk Committee. While it may be deemed necessary to have substitutions on occasion, options to improve the effectiveness of the committee might be to only allow a substitution where a member has completed the relevant specialist training and/or to restrict voting rights and therefore retain the decision-making function for the permanent members of the committee.

Refer to Action Point No. 5

Corporate Management Team

75. There have been a significant number of changes to the council's Corporate Management Team over the past 12 months. The directors of Education, Sport and Culture (ECS), Social Care and Wellbeing (SCW) and Corporate Governance (CG) all resigned from the council to take up new posts elsewhere. Until new appointments were made, respective heads of service acted up in the director role on a rotational basis as a development opportunity. The new directors came/come into post as follows:

| Director | Start Date |
|------------------------------|----------------|
| Education, Culture and Sport | January 2013 |
| Social Care and Wellbeing | September 2013 |
| Corporate Governance | November 2013 |

Head of Finance

76. Following a period of absence, the Head of Finance ceased employment by mutual consent with the council on 31 August 2013. The council acted promptly in June 2013 to approve the chief accountant as an interim proper accounting officer in terms of S95 of the Local Government (Scotland) Act 1973. We have obtained management assurances that there were no irregularities which would impact on the council's financial position at 31 March 2013 or its overall governance arrangements.

77. The head of finance holds the council's statutory chief financial officer role. He attends council and management meetings and has direct access to members and other chief officers. For 2012/13, the council was able to demonstrate compliance with the governance requirements of the CIPFA Statement on the Role of the Chief Financial Officer in Local Government. During the absence of the Head of Finance, the Chief Accountant was nominated by the council as an interim chief financial officer with the same role and responsibilities. We would expect that these duties will revert to the head of finance, once the post is filled.

Internal control

- **78.** International Standards on Auditing (ISAs) require evaluation of critical financial systems and testing of key controls on an annual basis. In reaching conclusions, audit work should be based on controls and transactions across the financial year.
- 79. ISA 610, 'using the work of internal auditors', states that the external auditor shall determine whether the work of the internal auditors is likely to be adequate for the purposes of the audit and, if so, the planned effect of the work of internal auditors on the nature, timing or extent of the external auditor's procedures. We therefore seek to rely on the work of internal audit wherever possible.
- **80.** Internal audit for the council is provided by PricewaterhouseCoopers. In respect of 2012/13, having concluded that reliance could be placed on their work, we agreed a strategy with internal audit which ensured sharing of the work between internal and external audit to avoid, wherever possible, duplication of audit resources and to minimise the impact on officers.
- 81. Through discussion with internal audit, we agreed action to ensure audit coverage of key controls in each of the council's critical financial systems. As part of this arrangement, internal audit began a programme of continuous financial controls testing in 2012/13. This assisted us in obtaining the assurances we required on the operation of critical systems to support our opinion on the financial statements.
- 82. No material weaknesses in the accounting and internal control systems were identified during the audit which could adversely affect the ability to record, process, summarise and report financial and other relevant data so as to result in a material misstatement in the financial statements

Governance of Arms Length External Organisations (ALEOs)

83. In our 2011/12 Annual Report, we highlighted the need to strengthen governance arrangements in respect of group entities. In response, the council requested internal audit to undertake a specific piece of work on the scrutiny of ALEOs. In April 2013, internal audit reported a number of wide reaching recommendations relating to monitoring, scrutiny, risk management and Council appointments to the boards of ALEOs. The Audit and Risk Committee largely approved the recommendations but called for a further report on a proposal that members who sit on first tier ALEO boards (Sport Aberdeen, Aberdeen Sports Village, AECC and Bon Accord Care) should not also be members of bodies which scrutinise them. Following guidance from the Standards Commission, it was confirmed that councillors need to

- continue to declare relevant interests at any meeting but that this would not preclude them from membership of any committee.
- 84. In August 2013, the council initiated the implementation of new arrangements which provide a clear distinction between the roles of service committees in ensuring ALEOs meet business objectives and performance targets and the scrutiny role of the Audit and Risk Committee. In addition, the establishment of officer governance teams for each ALEO was confirmed to provide guidance on operational reporting and to ensure consistency across services at an operational level.
- **85.** We will monitor the effectiveness of the new scrutiny arrangements as part of our 2013/14 audit.

Data Protection

- 86. The council was subject to a fine of £100,000 by the Information Commissioner's Office (ICO) after a data breach resulted in an employee unknowingly publishing data about vulnerable children online while working from home. The files were uploaded in November 2011 but remained online until February 2012.
- 87. In response to the breach, the council accepted an invitation from the ICO to take part in an assessment of its compliance with the Data Protection Act 1998 (DPA), particularly the areas of Data Governance, Training and Security. The audit took place in April 2013 and took the form of interviews and site visits. The report concluded that there was a reasonable level of assurance that processes and procedures were in place and delivering data protection compliance. However, the audit identified some scope for improvement in existing arrangements to reduce the risk of non-compliance with the DPA.

Refer to Action Point No. 6

Welfare Reform

- 88. The Welfare Reform Act 2012, as reported last year represents the biggest reform of the UK welfare system for 60 years. In 2012, the council's Corporate Management Team (CMT) established a Welfare Reform Programme Board chaired by the Director of Social Care and Wellbeing which reports directly to CMT and the Community Planning Partnership Board. Membership is made up of project leads and partner organisations including representation from the Third Sector. The Board met regularly to develop and oversee the following work streams:
 - Scottish Welfare Fund
 - an integrated approach to benefits, training and employment
 - household management and budgeting
 - training and communications.

89. An update report was presented to the council in August 2013 highlighting progress made. The Scottish Welfare Fund was implemented on 1 April 2013 and by June 2013 the council had paid out £0.04m in Community Care Grants and £0.03m of Crisis Grants. We will continue to monitor the council's response to Welfare Reform during the 2013/14 audit.

Prevention and detection of fraud and irregularities

- 90. Audited bodies are responsible for establishing arrangements to prevent and detect fraud and other irregularity. These arrangements include, for example, a counter fraud strategy, a whistle blowing policy and codes of conduct for elected members and staff. Auditors are required to review and report on these arrangements.
- 91. While we made some recommendations to strengthen existing procedures, we concluded that in overall terms, arrangements for the prevention and detection of fraud and other irregularities were generally satisfactory. However, we suggested regular promotion of policies to maintain staff awareness of procedures and expected action.

NFI in Scotland

92. Audit Scotland has coordinated another major counter-fraud exercise working together with a range of Scottish public bodies, external auditors and the Audit Commission to identify fraud and error. These exercises, known as the National Fraud Initiative in Scotland (NFI), are undertaken every two years as part of the statutory audits of the participating bodies. The latest exercise commenced in September 2012 and national findings will be reported in spring 2014. The council has made good progress in reviewing high risk data matches received from the exercise. From the work done only 2 frauds and 113 errors amounting to around £31,000 were identified. The council can therefore take assurance from the results of this exercise, i.e. that little fraud or error has been identified, as confirmation that systems and procedures are working well.

Housing and council tax benefits

- Performance audit

93. As part of Audit Scotland's planned timetable of Housing Benefit/Council Tax Benefit risk assessments, a review was undertaken in September 2012 following completion and submission of a self assessment in August 2012. The findings from the review were reported to the Audit and Risk Committee in June 2013. An agreed action plan to address improvement opportunities and minimise identified risks has been agreed and will be implemented during 2013/14. In particular, the service needs to do more in the areas of accuracy of processing claims and interventions. It needs to set out clearly what it will do to correct payments to its customers and to help minimise further financial losses caused as a result of payment errors.

- Housing benefit subsidy

- 94. In our 2011/12 Annual Report, we commented on the level of errors found when examining benefit cases in connection with the audit of the council's housing benefit/council tax benefit subsidy claim. In recent years, the Department for Work and Pensions (DWP) has recovered £0.85m from the council for subsidy incorrectly overclaimed. The DWP received our audit report in respect of the 2011/12 claim in November 2012 but have yet to conclude the outcome with the council.
- 95. In 2012/13, we continued to find a significant number of errors in our case review of benefit claims. Consequently, further samples have been selected in order that focused work can be undertaken on the areas of specific concern. On conclusion of this additional work, errors will be extrapolated in consultation with benefits staff and reported to the DWP who will then determine if there are financial implications for the council. The 2012/13 subsidy claim will be certified by 30 November 2013. Thereafter, we will provide management with an analysis of the types of errors found in order that further steps can be taken to improve benefit processing arrangements.

Refer Action Plan No. 7

Standards of conduct and arrangements for the prevention and detection of corruption

- 96. Audited bodies are responsible for ensuring that their affairs are managed in accordance with proper standards of conduct and that they have proper arrangements in place for implementing and monitoring compliance with standards and codes of conduct, standing orders and financial instructions. Auditors consider whether bodies have adequate arrangements in place.
- 97. We reviewed the council's arrangements in response to the Bribery Act 2010 and noted that a strong framework had been put in place but that risk assessments had still to be completed by services. It was not therefore possible to confirm if services were complying with the approved framework.

Refer Action Plan No. 8

Outlook

98. Welfare reform will continue for several years to come and from October 2013 the Universal Credit will start to be rolled-out nationally. This will replace a range of existing means-tested benefits and tax credits for people of working age. It is important that the council continues to monitor the impact of these reforms closely and develop efficient and effective strategies that address the welfare reform agenda.

Best Value, use of resources and performance

- 99. Audited bodies have a specific responsibility to ensure that arrangements have been made to secure Best Value. The Local Government in Scotland Act 2003 places a duty on the auditors of local government bodies to be satisfied that proper arrangements have been made for securing Best Value and complying with responsibilities relating to community planning.
- 100. Additionally, auditors of local government bodies have a responsibility to review and report on the arrangements that specified audited bodies have made to prepare and publish performance information in accordance with directions issued by the Accounts Commission.
- 101. Furthermore, as part of their statutory responsibilities, the Auditor General and the Accounts Commission may procure, through Audit Scotland, examinations of the use of resources by audited bodies and publish reports or guidance. Auditors may be requested from time to time to participate in:
 - a performance audit which may result in the publication of a national report
 - an examination of the implications of a particular topic or performance audit for an audited body at local level
 - a review of a body's response to national recommendations.
- 102. This section includes a commentary on the Best Value/ performance management arrangements within the council. We also note any headline performance outcomes and measures used by the council and comment on any relevant national reports and the council's response to these.

Management arrangements

Performance management

- 103. The Aberdeen City Council Business Plan was approved by the council in February 2012 and covers a five-year planning cycle from 2012-17. The plan is subject to ongoing review and update. The business plan reflects the council's strategic priorities and details specific, priority-based actions. Performance monitoring sits alongside the business plan focusing on achievement of the plan and regular monitoring by elected members of progress in implementing the council's strategic priorities.
- 104. During 2012/13, the overall responsibility for corporate monitoring lay with the Corporate Policy and Performance Committee (CPPC) and from August 2013, this was transferred to the renamed Finance, Policy and Resources Committee. There is also a Corporate Performance Management Group who is consulted on all changes to the framework. Regular performance

exception reports are presented to each of the council's service committees highlighting performance outwith agreed target levels.

Overview of performance in 2012/13

Statutory performance indicators

105. In 2012/13, a total of 25 Statutory Performance Indicators (SPIs), with 68 individual performance measures were required. This information was provided to members in a report to Finance, Policy and Resources Committee in September 2013. An analysis of the data is included in Exhibits 12 and 13. Exhibit 12 shows that performance was mixed between indicators which had improved and those which had declined.

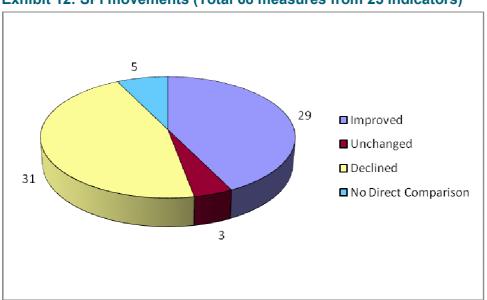


Exhibit 12: SPI movements (Total 68 measures from 25 indicators)

Source: SPI data returns, report to Finance, Policy and Resources Committee, September 2013

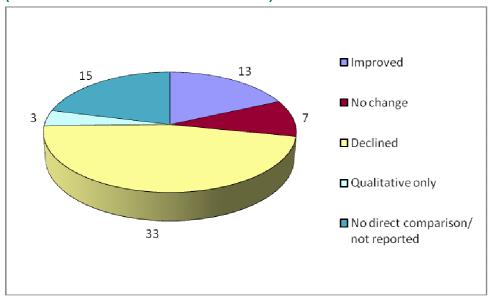
106. The improved indicators include the percentage of invoices paid within 30 days, attendance at sports and leisure facilities (excluding pools), percentage dwellings meeting the housing quality standard, average re-let time for low demand properties and cost of refuse collection per premise. The measures which showed a decline included the percentage of operational accommodation in a satisfactory condition, library and museum visits and housing rent arrears as a percentage of the amount due.

Aberdeen City Council performance measurement outcomes

107. In addition to the SPIs, councils are required to publish a range of performance information sufficient to demonstrate that they are securing Best Value across a defined range of services and criteria. Aberdeen City Council have therefore developed a further 47 local performance indicators including 68 performance measures and 3 qualitative assessments. Based on an analysis of these indicators, there has been a deterioration in performance during 2012/13, with almost half of the indicators showing a decline as demonstrated in Exhibit 13.

Exhibit 13: Local performance indicators movements

(Total 71 measures from 47 indicators)



Source: SPIs report to Finance, Policy and Resources Committee, September 2013

- 108. Examples of improving performance included the cost of the environmental health service and pre-school education centres receiving positive Care Inspectorate reports. The measures which declined during the year included planning application processing times, required maintenance costs of operational assets, percentage of pothole repairs carried out in the target time and percentage of looked after accommodated children with 3 or more placements.
- 109. From 2013/14, a new suite of 54 indicators, designed to aid local authority benchmarking and based on standardised data sources, will be introduced. These replace the current 25 SPIs included in Exhibit 12. However, there is a continuing requirement for councils to report a range of indicators sufficient to demonstrate that they are securing Best Value across a defined set of criteria. The council consequently will be reviewing their indicators to ensure consistency with the new approach.

National performance reporting

110. Audit Scotland carries out a national performance audit programme on behalf of the Accounts Commission and the Auditor General for Scotland. Reports of direct interest in 2012/13 are outlined in the exhibit below.

Exhibit 14: A selection of National performance reports 2012/13

- Responding to challenge and change An overview of local government in Scotland 2013
- Improving community planning in Scotland
- Major capital investment in councils.
- Protecting consumers
- Using cost information to improve performance - are you getting it right?
- Health inequalities in Scotland
- Reducing reoffending in Scotland.

Source: www.audit-scotland.gov.uk

- 111. Audit Scotland encourages local authorities to review national reports, consider key findings and assess local performance against them to identify local improvement actions where appropriate. The national reports are accompanied by a checklist which officers can use to carry out a self-assessment of performance. The expectation is that Audit Scotland's performance reports are presented to an audit or scrutiny committee for members to consider and hold management to account for local performance.
- 112. In Aberdeen, the majority of national reports issued have been considered by the Audit and Risk Committee. Where appropriate, members receive a paper from relevant officers outlining the position locally against national findings and identify areas with scope for improvement.

Assurance and improvement plan update 2013-16

113. The Local Area Network of scrutiny partners for the council, conducted a Shared Risk Assessment (SRA), and produced an Assurance and Improvement Plan (AIP) covering the period 2013 to 2016. This was published on Audit Scotland's website and was considered by the Audit and Risk Committee in June 2013. There were no areas where scrutiny was required in the 2012/13 AIP update, although there were a number of areas where further information was required. The following paragraphs provide a brief update on issues not covered elsewhere in this report.

Social Care and Wellbeing

114. In December 2012, the Care Inspectorate published the outcome of its initial scrutiny level assessment (ISLA) for Aberdeen City Council. The council was assessed as level 2 which is described as 'exhibiting moderate risk with adequate performance and moderate activity on improvement work'. The scrutiny phase resulted in seven recommendations for improvement and the council were to prepare an action plan in response to the ISLA and will have twelve

- months in which to implement agreed actions. The LAN concluded that it will only be in a position to consider what, if any, further activity is required once the action plan is agreed and the impact of implementation can be assessed. An action plan was finalised in April 2013 and an interim progress report is due by November 2013 with a final progress report due by February 2014.
- 115. At the time of publication of the 2012/13 AIP update, the council had approved a business plan for the development of a local authority trading company to deliver elements of services for older people. This has now been implemented with the establishment of Bon Accord Care in August 2013. Given the scale of proposed change and the likely impact on staff and service users, the LAN regarded this as an area where further information was required. The development of the new company will therefore be considered as part of the next LAN update.

Housing and Environment

116. The council completed self-assessments of the Housing and Homeless services as part of the Scottish Housing Regulator's (SHR) scrutiny work in 2012. From this assessment, the SHR identified that targeted scrutiny to obtain further information was required on income maximisation, verification of Scottish Housing Quality Standards (SHQS) data and homelessness housing options. This outcomes from this work will be considered in as part of the 2013/14 audit.

Outlook

117. There are currently no plans for Best Value work in Aberdeen City Council. However, the AIP did include targeted on site scrutiny work by the Scottish Housing Regulator on housing service income maximisation, verification of SHQS data and housing options within the homeless service.

Appendix A: audit reports

External audit reports and audit opinions issued for 2012/13

| Title of report or opinion | Date of issue | Date presented to Audit and Risk Committee |
|--|-------------------|--|
| Annual Audit Plan | 5 April 2013 | 16 April 2013 |
| Assurance and Improvement Plan | 22 March 2013 | 4 June 2013 |
| Interim report (internal controls and governance) | 19 July 2013 | 24 September 2013 |
| Report on financial statements to those charged with governance | 13 September 2013 | 24 September 2013 |
| Audit opinion on the 2012/13 financial statements | 27 September 2013 | 20 November 2013 |
| Audit opinion on the 2012/13 Whole of Government accounts consolidation pack | 26 October 2013 | N/A |
| Report to Members on the 2012/13 audit | 31 October 2013 | 20 November 2013 |

Appendix B: action plan

Key Risk Areas and Planned Management Action

| Action Point | Refer Para No | Risk Identified | Planned Management Action | Responsible Officer | Target Date |
|-----------------|---------------------|--|--|------------------------------------|--------------------|
| 1 | 37 | The impact of the proposed revised Local Authority Accounts (Scotland) Regulations on the council's timetable for the audit and certification of the accounts requires early consideration. Risk: Audited financial statements are not approved by the audit committee prior to 30 September as is likely to be required. | The council has responded to the consultation. Once the regulations are finalised, the impact will be discussed with Audit Scotland and Legal & Democratic Services to ensure adherence to the regulations. | Corporate Accounting Manager | 31 March 2014 |
| 2 | 43 | The council needs to monitor the consequences of reduced staff levels on service performance and be satisfied that service delivery is within the boundaries of acceptable risk and performance management. Risk: Failure to adequately plan for the impact of vacancy management could lead to an unexpected decline in service performance. | One part of the council's Priority Based Budgeting approach is workforce planning. This enables the council to understand its future staffing needs and links this important element with medium term financial planning. The Corporate Management Team is currently looking at vacancies and establishments which will provide data for a fuller debate on this matter. | Head of HR & OD; Head of Finance | 31 January 2014 |

| Action Point | Refer Para No | Risk Identified | Planned Management Action | Responsible Officer | Target Date |
|-----------------|---------------------|--|--|--|----------------------------------|
| 3 | 56 | The council has a significant programme of savings to identify in delivering its 5 year business plan. Risk: A balanced budget is not delivered. | The council's rigorous approach to financial planning and the Corporate Management Team's regular review of savings performance through the Programme Management Office provides a robust framework with which to monitor the delivery of savings. | Head of Finance, in conjunction with the Corporate Management Team | Update position in February 2014 |
| 4 | 59 | Recent changes in Community Planning Aberdeen are encouraging but this momentum needs strengthened and maintained. In particular, the commitment from NHS Grampian needs to be clear and consistent. Risk: The partnership continues to have little impact in delivering improved outcomes for Aberdeen. | Community Planning Aberdeen has a new Single Outcome Agreement; constitution; membership; as well as an active Development Plan. These are now being implemented and the impact of these changes will be monitored and reported both to the Partnership and the council. | Community Planning & Corporate Performance Manager | Review September 2014 |
| 5 | 74 | An audit committee requires specialist skills to ensure that officers are appropriately held to account. There should be appropriate challenge without political involvement. The use of substitutes and the need for a vote should be minimised. Risk: Effective scrutiny is not carried out and good governance weakened. | The council will continue to promote training and development for Audit and Risk Committee members and seek suitable training opportunities. | Head of HR & OD; and Head of Finance | 31 March 2014 |

| Action Point | Refer Para No | Risk Identified | Planned Management Action | Responsible Officer | Target Date |
|-----------------|---------------------|---|--|--|------------------|
| 6 | 87 | Sensitive data needs to be securely protected and where breaches arise, action needs to be promptly taken to minimise risks. Risk: Increased reputational risk for the council and further financial loss through additional fines. | The council takes such matters seriously and has put in place training and procedures that aim to minimise the risks. | Head of Legal & Democratic Services | Ongoing |
| 7 | 95 | Accuracy of benefit processing needs to be improved. Risk: Further financial loss and increased reputational risk to the council. | A comprehensive action plan was agreed with Audit Scotland on completion of the HB Performance Audit with completion dates up to November 2013. The council has an improvement plan in place and this is regularly reviewed. Staffing levels and the impact of welfare reform on the section are being monitored to identify how staff resources can be most effectively deployed. | Head of Finance; and Revenues & Benefits Manager | Ongoing |
| 8 | 97 | There was no follow up by the Policy and Performance Section to ensure that the council's policy and procedures in relation to the Bribery Act have been properly implemented. Risk: The council may not be fully complying with its approved framework. | Completed risk assessments for all services to be obtained initially. These to be held centrally. Annual review and update to be requested. | Head of Legal & Democratic Services | 31 March 2014 |

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Agenda Item 6(b)

ABERDEEN CITY COUNCIL

COMMITTEE Council

DATE 18 December 2013

LEAD OFFICER Chief Executive

TITLE OF REPORT Invitation to the Secretary of State for Scotland

REPORT NUMBER: OCE/13/037

PURPOSE OF REPORT

The report updates the Council on the invitation issued to the Secretary of State for Scotland to meet with the Leader of the Council.

2. RECOMMENDATION

That the Council notes the content of the report.

3. FINANCIAL IMPLICATIONS

None

4. OTHER IMPLICATIONS

None

5. BACKGROUND/MAIN ISSUES

At its meeting on 31 October 2013 the Council resolved to instruct the Chief Executive to invite the Rt. Hon. Alistair Carmichael MP, Secretary of State for Scotland to meet with the Leader of the Council to discuss amongst other things the Council's vision, *Aberdeen the Smarter City*, noting Aberdeen was stronger now and would be stronger in the future – economically, politically and socially – as a partner within the United Kingdom.

The Council further instructed the Chief Executive to report to the next meeting of the Council on the response to the invitation and the outcome of any meeting subsequently held with the Secretary of State.

The Chief Executive wrote to the Secretary of State on 5 November 2013 inviting him to meet with the Council Leader. At the time of writing no response has as yet been received.

6. IMPACT

The opportunity to meet with ministers from either the Westminster or Scottish Governments to discuss policy priorities for Aberdeen is an important means through which to pursue the delivery of the Council's Business Plan and the City's Single Outcome Agreement.

7. MANAGEMENT OF RISK

None

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

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

Agenda Item 6(c)

ABERDEEN CITY COUNCIL

COMMITTEE Council

DATE 18 December 2013

LEAD OFFICER Chief Executive

TITLE OF REPORT Review of Polling Districts and Polling

Places

REPORT NUMBER OCE/12/035

PURPOSE OF REPORT

The Electoral Registration and Administration Act 2013 introduced a change to the timing of compulsory reviews of UK Parliamentary polling districts and polling places. The next compulsory review must now take place between 1st October 2013 and 31st January 2015.

The purpose of this report is to satisfy these requirements and to set the polling places to be used for the European Parliamentary Elections in May 2014 and the Scottish Independence Referendum in September 2014.

The requirements of this review are set out in Schedule A1 to the Representation of the People Act 1983.

The purpose of this report is to gain the final approval of the Council for the list of polling districts and polling places, following public consultation.

2. RECOMMENDATIONS

- a. That the Council approves that no changes to polling districts be made.
- b. That the Council approves the attached list of polling places.

3. FINANCIAL IMPLICATIONS

None.

4. OTHER IMPLICATIONS

The recommendations in this report have implications for the use of some Council buildings on Polling Day.

5. BACKGROUND/MAIN ISSUES

The Council considered a report from the Chief Executive on the matter (OCE/13/027) at its meeting on 31 October 2013. The Council i) agreed that no changes to polling districts be recommended, ii) agreed the

recommended changes to polling places as outlined in that report and iii) agreed to proceed to public consultation on the recommendations.

Following the Council Meeting of 31 October 2013, the implications for polling places in Newhills and Bucksburn of the development of the new Brimmond School on the existing Newhills School site were clarified and as a result it has now been confirmed that Newhills Primary School is no longer available and that Bucksburn Primary School will be available until the end of June 2014. It is therefore proposed that the following changes be made.

| Polling District | DN0104 (Ne | DN0108 | (Bucks | burn) | |
|------------------------|-------------------------|-------------|-----------|---------|---------|
| Previous Polling Place | Newhills Primary School | | Bucksburn | | Primary |
| | | School | | | |
| Recommended | Beacon | Beacon | Со | mmunity | |
| Change | Centre ur | ntil August | Centre | from | August |
| | 2014. | | 2014. | | |
| | | | | | |
| | Brimmond | | | | |
| | August 2014 | 1. | | | |

Public Consultation

The public consultation was advertised in the local press and on the Council website. Consultation was also undertaken with the Returning Officer for Aberdeenshire, the Disability Advisory Group and Community Councils.

The deadline for representations was Wednesday 4 December 2013. No representations relating to polling districts were received. With regard to polling places, 3 representations were received as follows.

Bridge of Don Community Council requested that the proposal to move from Middleton Park Primary School, if it were no longer available after June 2014, to The Jesmond Centre, be removed from the consultation. The reasoning for this was that there has been no decision as yet on the proposed amalgamation of Middleton Park and Glashieburn Schools. The response to Bridge of Don Community Council indicated that the proposal would not be removed from the consultation as it was necessary for the Returning Officer to make contingency plans for the eventuality that Middleton Park School was not available. It was also stressed that this review is happening entirely separately from any work around the proposed amalgamation of Middleton Park and Glashieburn Schools.

Bucksburn and Newhills Community Council expressed support for the Beacon Community Centre being used as a polling place for the Bucksburn and Newhills area.

Garthdee Community Council requested that the polling place for Garthdee and Kaimhill polling districts be moved from Kaimhill Community Centre to Inchgarth Community Centre. The reasons expressed for this were that Inchgarth Community Centre is better known to the local community, it is geographically more central within the two polling districts and there is a lack of parking at the Kaimhill Community Centre. The

submission also stated that two polling places would be welcomed for the 2 polling districts, with Inchgarth Community Centre being the preferred choice if there were just one.

It is recommended that the polling place for Garthdee and Kaimhill polling districts remains as Kaimhill Community Centre. At the time of the 2011 Polling Districts and Polling Places Review, Council agreed the recommendation to move from Inchgarth Community Centre to Kaimhill Community Centre. The reasons for this move were the hire of Inchgarth Community Centre is expensive and can present logistical difficulties. Kaimhill Community Centre was used successfully in 2012. Whilst not being as central within the 2 polling districts as Inchgarth Community Centre, it is still adequately central and indeed the two sites are relatively close together. Previous elections have shown that one polling place is sufficient to serve the two polling districts.

Scottish Independence Referendum

Further changes to polling places may be required for the Scottish Independence Referendum if an increase in the number of polling stations exceeds the capacity of some polling places. Clarification on a number of points is required before a revised polling scheme, showing the number of polling stations to be used, can be finalised. These include, the increase in the electorate as a result of extending the franchise to 16 and 17 year olds and whether there is to be any guidance issued nationally regarding the number of voters to be issued to each polling station. If changes for the Scottish Independence Referendum are to be recommended, the proposals will be brought to a Council meeting early next year and will be subject to a period of public consultation.

6. IMPACT

When identifying suitable polling places the aim is to put the interest of voters first and to ensure equality of access. The Returning Officer has a statutory duty to encourage electoral participation and selection of appropriate polling places is an important part of this. Feedback and requests from local communities are always considered and acted upon where possible and appropriate.

Consultation has taken place with the Disability Advisory Group and Community Councils.

7. MANAGEMENT OF RISK

It is important that the designated polling districts and polling places are determined in time for future elections and for the currently scheduled polls in 2014.

8. BACKGROUND PAPERS

Polling Districts and Polling Places Review, report to Council Meeting of 31 October 2013 (OCE/13/027)

9. REPORT AUTHOR DETAILS

David Gow
Team Manager (Civic Support)
davidgow@aberdeencity.gov.uk

Telephone: 01224 (52)3881

Review of Polling Districts and Polling Places

Final Recommedations Following Consultation

18th December 2013

| Polling District Code | Polling District Name | Previous Polling Place | Recommended Change and Explanation |
|-----------------------|-----------------------|----------------------------------|--|
| ABERDEEN NORTH | | | |
| DN0104 | NEWHILLS | NEWHILLS PRIMARY SCHOOL | BEACON COMMUNITY CENTRE (Until August 2014) - BRIMMOND SCHOOL (From August 2014) Newhills Primary School is no longer available and will be replaced by BRIMMOND SCHOOL in August 2014 |
| DN0108 | BUCKSBURN | BUCKSBURN PRIMARY SCHOOL | BEACON COMMUNITY CENTRE (From August 2014) BUCKSBURN PRIMARY SCHOOL will be replaced by BRIMMOND SCHOOL in August 2014 |
| DN0109 | MUGIEMOSS | DANESTONE CONGREGATIONAL CHURCH | |
| DN0209 | BRIDGE OF DON | BALGOWNIE COMMUNITY CENTRE | |
| DN0301 | KINGSWELLS CENTRAL | KINGSWELLS COMMUNITY CENTRE | |
| DN0302 | KINGSWELLS NORTH | KINGSWELLS COMMUNITY CENTRE | |
| DN0303 | SHEDDOCKSLEY EAST | KINGSFORD PRIMARY SCHOOL | |
| DN0304 | SHEDDOCKSLEY WEST | SHEDDOCKSLEY COMMUNITY CENTRE | |
| DN0305 | SUMMERHILL NORTH | MUIRFIELD PRIMARY SCHOOL | |
| DN0307 | WHITEMYRES | SHEDOCKSLEY BAPTIST CHURCH | |
| 60E0NQ | DENWOOD | SHEDOCKSLEY BAPTIST CHURCH | |
| DN0310 | SUMMERHILL CENTRAL | SHEDOCKSLEY BAPTIST CHURCH | |
| DN0401 | SPRINGHILL NORTH | HEATHRYBURN SCHOOL | |
| DN0402 | HEATHRYFOLD | L P HENRY E RAE COMMUNITY CENTRE | |
| DN0403 | MIDDLEFIELD | MANOR PARK SCHOOL | |
| DN0404 | SPRINGHILL SOUTH | NORTHFIELD COMMUNITY CENTRE | |
| DN0405 | BYRON | NORTHFIELD COMMUNITY CENTRE | |
| DN0406 | CUMMINGS PARK | CUMMINGS PARK COMMUNITY CENTRE | |
| DN0407 | MASTRICK WEST | MASTRICK COMMUNITY CENTRE | |
| DN0408 | MASTRICK EAST | QUARRYHILL PRIMARY SCHOOL | |
| DN0501 | HILTON WEST | HILTON COMMUNITY CENTRE | |

| | = | | |
|----------------|------------------|--|---|
| DN0502 | HILTON EAST | HILTON COMMUNITY CENTRE | |
| DN0503 | WOODSIDE | WOODSIDE COMMUNITY CENTRE | |
| DN0504 | HILTON SOUTH | HIGH CHURCH HILTON | |
| DN0505 | ROSEHILL | HIGH CHURCH HILTON | |
| CN0506 | STOCKETHILL | CAIRNCRY COMMUNITY CENTRE | |
| CN0507 | CORNHILL | CAIRNCRY COMMUNITY CENTRE | |
| CN0508 | KITTYBREWSTER | KITTYBREWSTER PRIMARY SCHOOL | |
| CN0601 | TILLYDRONE | RIVERBANK PRIMARY SCHOOL | |
| CN0602 | DON | SEATON PRIMARY SCHOOL | |
| CN0603 | SEATON NORTH | SEATON PRIMARY SCHOOL | |
| | | | POWIS GATEWAY COMMUNITY CENTRE - |
| | | | Request from Education, Culture and Sport to stop |
| CN0604 | ST MACHAR | ST MACHAR ACADEMY | using an academy building. |
| CN0605 | SEATON SOUTH | ST MARY'S CHURCH KING STREET | |
| CN0606 | PITTODRIE NORTH | PITTODRIE STADIUM | |
| | | | THE MIDSTOCKET CHURCH CENTRE - |
| | | | Midstocket Parish Church is closed for building |
| CN0701 | RAEDEN | MIDSTOCKET PARISH CHURCH | work. |
| | | | THE MIDSTOCKET CHURCH CENTRE - |
| | | | Midstocket Parish Church is closed for building |
| CINO/UZ | MIDSTOCKET | MIDS LOCKET PARISH CHURCH | WUIK. |
| CN0703 | ASHGROVE | ASHGROVE CHILDEN'S CENTRE | |
| CN0704 | BERRYDEN | SKENE SQUARE PRIMARY SCHOOL | |
| CN0801 | CALSAYSEAT | CATHERINE ST COMMUNITY CENTRE | |
| CN0802 | SUNNYBANK | SUNNYBANK PRIMARY SCHOOL | |
| CN0803 | MOUNTHOOLY | CATHERINE ST COMMUNITY CENTRE | |
| CN0805 | ST NICHOLAS | SEAMOUNT COURT - TENANT'S ROOM | |
| CN0806 | PITTODRIE SOUTH | HANOVER COMMUNITY CENTRE | |
| CN0807 | CASTLEHILL NORTH | HANOVER COMMUNITY CENTRE | |
| CN0808 | CASTLEHILL SOUTH | ABERDEEN CITADEL (SALVATION ARMY BUILDING) | |
| SN1002 | CRAIGDEN | HAZLEHEAD PRIMARY SCHOOL | |
| SN1003 | SUMMERHILL SOUTH | FERNIELEA PRIMARY SCHOOL | |
| CN1005 | HAMILTON | ST MARY'S EPISCOPAL CHURCH | |
| CN1202 | PALMERSTON | FERRYHILL COMMUNITY CENTRE | |
| | | | |
| ABERDEEN SOUTH | | | |
| DS0306 | KINGSWELLS SOUTH | KINGSWELLS COMMUNITY CENTRE | |
| DS0308 | WOODEND | SHEDOCKSLEY BAPTIST CHURCH | |
| • | | | |

| CS0705 | GILCOMSTON NORTH | NEW LIFE INTERNATIONAL CHURCH |
|--------|------------------|--|
| CS0706 | GILCOMSTON SOUTH | ST MARY'S CATHEDRAL HALL |
| CS0804 | WOOLMANHILL | CATHERINE ST COMMUNITY CENTRE |
| SS0901 | PETERCULTER WEST | ST PETER'S HERITAGE CENTRE |
| SS0902 | PETERCULTER EAST | PETERCULTER SPORTS CENTRE |
| SS0903 | MILLTIMBER | MILLTIMBER COMMUNITY HALL |
| SS0904 | BIELDSIDE | ST DEVENICK'S CHURCH HALL |
| SS0905 | CULTS WEST | CULTS PARISH CHURCH HALL |
| 9060SS | CULTS EAST | CULTS PARISH CHURCH HALL |
| SS1001 | HAZLEHEAD | HAZLEHEAD PRIMARY SCHOOL |
| CS1004 | RUBISLAW | ST MARY'S EPISCOPAL CHURCH |
| SS1006 | CRAIGIEBUCKLER | CRAIGIEBUCKLER CHURCH HALL |
| SS1007 | SEAFIELD | AIRYHALL COMMUNITY CENTRE |
| CS1008 | HARLAW | QUEEN'S CROSS PARISH CHURCH |
| CS1009 | CROMWELL | HOLBURN WEST CHURCH |
| CS1010 | ASHLEY | HOLBURN WEST CHURCH |
| SS1101 | BRAESIDE | SCHOOL - BRAESIDE PLACE |
| SS1102 | MANNOFIELD | MANNOFIELD CHURCH CENTENARY HALL |
| SS1103 | BROOMHILL WEST | MANNOFIELD CHURCH CENTENARY HALL |
| CS1104 | BROOMHILL EAST | RUTHRIESTON OUTDOOR SPORTS CENTRE - PAVILION |
| SS1105 | DEESIDE | ST FRANCIS CHURCH HALL |
| SS1106 | GARTHDEE | KAIMHILL COMMUNITY CENTRE |
| SS1107 | KAIMHILL | KAIMHILL COMMUNITY CENTRE |
| CS1108 | RUTHRIESTON | RUTHRIESTON COMMUNITY CENTRE |
| CS1201 | BON-ACCORD | FERRYHILL COMMUNITY CENTRE |
| CS1203 | FERRYHILL | FERRYHILL COMMUNITY CENTRE |
| CS1204 | GAIRN | SOUTH HOLBURN CHURCH |
| CS1205 | DUTHIE | FERRYHILL CHURCH HALL |
| SS1206 | TORRY WEST | TORRY YOUTH AND LEISURE CENTRE |
| SS1207 | TORRY EAST | (OLD) TORRY COMMUNITY CENTRE |
| SS1208 | BALNAGASK EAST | TULLOS NEW COMMUNITY SCHOOL |
| SS1209 | BALNAGASK WEST | BALNAGASK COMMUNITY CENTRE |
| SS1301 | ABBOTSWELL | ABBOTSWELL PRIMARY SCHOOL |
| SS1302 | KINCORTH | KINCORTH COMMUNITY CENTRE |
| SS1303 | TULLOS | ALTENS COMMUNITY CENTRE |
| SS1304 | CRAIGHILL | ABBOTSWELL PRIMARY SCHOOL |
| SS1305 | NIGG | KINCORTH COMMUNITY CENTRE |
| SS1306 | LOIRSTON | LOIRSTON ANNEXE |
| | | |

| SS1307 | COVE | LOIRSTON ANNEXE | |
|----------------------------------|---|---------------------------------|---|
| | | | |
| GORDON (that part which I | GORDON (that part which lies within the Aberdeen City Council boundary) | Council boundary) | |
| DG0101 | KIRKHILL | DYCE CHURCH HALL | |
| DG0102 | DYCE NORTH | DYCE CHURCH HALL | |
| DG0103 | русе ѕоитн | DYCE CHURCH HALL | |
| DG0105 | STONEYWOOD | STONEYWOOD PRIMARY SCHOOL | |
| DG0106 | DANESTONE NORTH | DANESTONE CONGREGATIONAL CHURCH | |
| DG0107 | BANKHEAD | BEACON COMMUNITY CENTRE | |
| DG0110 | DANESTONE SOUTH | DANESTONE CONGREGATIONAL CHURCH | |
| DG0201 | JESMOND | FOREHILL PRIMARY SCHOOL | |
| DG0202 | MUNDURNO | GREENBRAE PRIMARY SCHOOL | |
| DG0203 | NEWBURGH | GLASHIEBURN PRIMARY SCHOOL | |
| DG0204 | GREENBRAE | GREENBRAE PRIMARY SCHOOL | |
| | | | |
| | | | THE JESMOND CENTRE (after June 2014) - this |
| DG0205 | MIDDIFTON | MIDDI ETON PARK PRIMARY SCHOOL | School is no longer available after. The 2014 |
| | | | |
| | | | THE JESMOND CENTRE (after June 2014) - this |
| | | | change is only required if Middleton Park Primary |
| DG0206 | PARKWAY NORTH | MIDDLETON PARK PRIMARY SCHOOL | School is no longer available after June 2014. |
| DG0207 | BALGOWNIE | BRAEHEAD PRIMARY SCHOOL | |
| DG0208 | SILVERBURN | BALGOWNIE COMMUNITY CENTRE | |

Agenda Item 6(d)

ABERDEEN CITY COUNCIL

COMMITTEE Council

DATE 18 December 2013

DIRECTOR Director of Corporate Governance

TITLE OF REPORT HMP Grampian Visiting Committee Appointments

REPORT NUMBER CG/13/136

PURPOSE OF REPORT

This report informs Council of the establishment of HMP Grampian and the requirement for appointments to be made to the Visiting Committee for the new establishment.

2. RECOMMENDATION

That Council -

- (a) consider the proposal from the Scottish Prison Service (SPS) for the appointment of members to HMP Grampian Visiting Committee detailed in section 6.2.6 of the report and the letter appended to the report; and
- (b) accept the proposal from the SPS and appoint the following six existing members (three elected members and three lay members) to serve on HMP Grampian Prison Visiting Committee:
 - 1. Councillor Allan (elected member)
 - 2. Councillor Donnelly (elected member)
 - 3. Councillor Forsyth (elected member)
 - 4. Rae Ingham (lay member)
 - 5. Eileen Lawson (lay member)
 - 6. Bill Stark (lay member)

FINANCIAL IMPLICATIONS

There are no financial implications identified as a result of thee appointments to HMP Grampian. Any expenses incurred by the appointees shall be reimbursed by the Scottish Prison Service.

It is custom and practice that the council where the prison is located provides clerking support for the Visiting Committee, therefore Aberdeenshire Council will provide the clerking service to the new Visiting Committee.

4. OTHER IMPLICATIONS

None.

5. REPORT

5.1 **Background**

6.1.1 Many elected members will be familiar with the role of Prison Visiting Committees which, very broadly, currently monitor Scotland's prisons. They are

statutory bodies regulated by Section 8 of the Prisons (Scotland) Act 1989 and Part 17 of the Prisons and Young Offenders Institutions (Scotland) Rules 2011. They are required to visit prisons fortnightly (as a minimum) and to hear, in confidence, complaints and concerns from prisoners. Prison Visiting Committee members may visit at any time of the day or night, during which they have unfettered access to all areas of the prison and to prisoners.

- 6.1.2 Some form of independent oversight of prisons in Scotland has existed for well over a century. The modern context of the Visiting Committee is a sophisticated one which assumes harmony between the Committee and the Governor but, ultimately, provides for the possibility that the Committee might not be satisfied by remedial action taken by the Governor in response to its concerns, and for the referral of difficulties to the First Minister.
- 6.1.3 Ideally, the Governor welcomes the involvement and participation of the Visiting Committee in the strategic planning process but, ultimately, the Committee has no veto on value judgements reached in the course of that process. However, the absence of ultimate managerial responsibility does not entail lack of real influence.
- 6.1.4 Every member of a Visiting Committee has the right to enter the establishment at any time, and to have access to every part of it and to every prisoner. This right must of course be exercised with common sense, and with due regard to the routines of the establishment. A visiting rota is arranged, with a minimum of two members visiting every fortnight. These rota visits are at the heart of the Committee's moral and legal purpose. The full duties required of a member are set out in part 17 of the Prison and Young Offenders Institutions (Scotland) Rules 2011.

6.2 **HMP Grampian Visiting Committee Appointments**

- 6.2.1 Members will be aware that the Council, in accordance with section 8 of the Prisons (Scotland) Act 1989 and the Prisons and Young Offenders Institutions (Scotland) Rules 2011, has made appointments to the Visiting Committees for HMP Aberdeen and HMP Peterhead. Both of these will close in the near future (10 January and 6 December respectively) and will be replaced by HMP Grampian, a newly built establishment located in Peterhead and to be operational from March 2014.
- 6.2.2 As a result of these changes to the prison establishments, the Visiting Committees for Aberdeen and Peterhead will be disbanded and a new Visiting Committee for Grampian established.
- 6.2.3 The SPS has written to this Council regarding the appointments to HMP Grampian and a copy of this letter is appended to the report.
- 6.2.4 The SPS advise that HMP Grampian will hold prisoners from the following council areas: Aberdeen City; Aberdeenshire; Morayshire; Highland; Eilean Sair; Orkney and Shetland, and consequently all seven Councils should provide representation on HMP Grampian Visiting Committee.
- 6.2.5 For a prison the size of HMP Grampian, with a design capacity of 506 prisoners, 12 Visiting Committee members are required. Representation from each Council has been determined by the estimated prisoner population demographic for the

HMP Grampian catchment area and the percentage of that population for each of the seven councils has been applied to the complement of 12 members. On that basis, Aberdeen City Council *would ordinarily* be required to appoint two elected members and three lay members (five members in total).

- 6.2.6 However, the SPS propose that in light of the draft Public Services Reform (Prison Visiting Committees) (Scotland) Order 2014 which, if enacted, will abolish Prison Visiting Committees and create roles of Prison Monitor and Lay Monitors by autumn 2014, that the members of both of the existing Visiting Committees be retained and appointed to HMP Grampian until the new independent prison monitoring arrangements come into effect. The SPS outlines the merits of retaining the existing members in its letter (appended) and also details what the membership of the new Visiting Committee would have been had it not been expected that Visiting Committees would be abolished. Both Visiting Committees agree with the proposal.
- 6.2.7 The SPS has also asked each of Aberdeen City Council's appointees to Aberdeen and Peterhead Visiting Committees if they would be willing to be appointed to HMP Grampian. The following members have confirmed they would wish to be appointed:
 - Councillor Allan (elected member)
 - Councillor Donnelly (elected member)
 - Councillor Forsyth (elected member)
 - Rae Ingham (lay member)
 - Eileen Lawson (lay member)
 - Bill Stark (lay member)

On this basis, Council is asked to consider the appointment proposal from the SPS, and if accepted, appoint the aforementioned six people (three elected members and three lay members) to serve on HMP Grampian Visiting Committee.

7. IMPACT

None.

8. MANAGEMENT OF RISK

None.

BACKGROUND PAPERS

None.

10. REPORT AUTHOR DETAILS

Allison Swanson
Committee Officer
Democratic Services
aswanson@aberdeencity.gov.uk
01224 522822

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Jim Chisholm
Executive Manager
Partnerships & Commissioning Directorate
Room 338
Scottish Prison Service Headquarters
Calton House,
5 Redheughs Rigg,
Edinburgh,
EH12 9HW,
Tel No: 0131 244 8753

email: James.Chisholm@sps.pnn.gov.uk

Valarie Watts, Chief Executive, Aberdeen City Council, Town House, Broad Street, Aberdeen, AB10 1FY

Office of Chief Executive Aberdeen City Council

2 1 NOV 2013

New Prison - HMP Grampian - Visiting Committee (VC)

Dear Ms Watts

As you will be aware a new prison, HMP Grampian, is being built to replace Aberdeen and Peterhead prisons on the existing Peterhead prison site and will open in March 2014.

Statutory commitment:

The new prison will require a Visiting Committee (VC) which is a statutory requirement for the relevant councils for the prison catchment area as per:

Prisons (Scotland) Act 1989, Section 8 - Visiting Committees

- (1) Rules made under section 39 of this Act shall provide for the constitution, for prisons, of visiting committees appointed, at such times, in such manner, for such periods and by such regional, island and district councils as may be prescribed by the rules.
- (2) Rules made under section 39 of this Act shall prescribe the functions of visiting committees, and shall among other things require the members to pay frequent visits to the prison and hear any complaints which may be made by the prisoners and report to the Secretary of State any matter which they consider it expedient to report; and any member of a visiting committee may at any time enter the prison and shall have free access to every part thereof and to every prisoner.
- (3) The Secretary of State may pay:
 - a. to the members of any visiting committee appointed under or in pursuance of this section such allowances in respect of loss of earnings or travelling or subsistence or other expenses necessarily suffered or incurred in the performance of their duties, and
 - b. to the officers of any such committee such remuneration (whether by way of salary or fees) and such allowances in respect of travelling or subsistence expenses, as the Secretary of State may with the consent of the Treasury determine.

The Rules referred to in Section 8 (1) and (2) above and in Section 39 of the Prisons (Scotland) Act 1989 are the 'Prisons and Young Offenders Institutions (Scotland) Rules 2011' – which are normally referred to as the 'Prison Rules'. Schedule 2 (Prisons) of the Prison Rules specifies the composition of each prison VC from each of the responsible councils.

Composition of Visiting Committees:

Representation on VCs consists of a combination of elected members and non-elected members, with one-third of the VC normally made up of non-elected members. In practice this is a minimum non-elected member quota, councils can appoint as many non-elected members as they wish up to their total quota.

Responsible councils for HMP Grampian:

HMP Grampian will hold prisoners from the following council areas: Aberdeen City; Aberdeenshire; Morayshire; Highland; Eilean Sair; Orkneys and Shetland, consequently these 7 councils should provide representation on the HMP Grampian VC.

VC commitment from each council for HMP Grampian:

For a prison the size of HMP Grampian, with a design capacity of 506 prisoner places, 12 VC members are required, which is consistent with VC representation at other prisons.

To determine the representation from each council the estimated prisoner population demographic for the HMP Grampian catchment area has been used and the percentage of that population for each of the 7 councils has been applied to the compliment of 12 VC members on a pro rata basis (note: an element of 'rounding' has been applied to the calculations). For the purpose of this calculation the prison population demographic of prisoners held in Scottish prisons over the last 12 months was used. This has resulted in the following commitment from each council, which is broken down into elected and non-elected members:

| | VC Cor | nposition | | Current VC |
|---------------|-----------------------|---------------------------|---------------------|--|
| Council | Elected VC members | Non Elected VC members | Total VC members | commitment for other prisons from the 7 councils |
| Aberdeen City | | 3 | 5 | Aberdeen – 4 Peterhead - 3 |
| Aberdeenshire | | | 2 | Aberdeen – 2 Peterhead - 5 |
| Morayshire | | 0 | | 0 |
| Highland | | 0 | 700 | Inverness - 10 |
| Eilean Sair | | • | 7 | 0 |
| Orkneys | | 0 | Ţ | 0 |
| Shetland | | 0 | 1 | 0 |
| | 8 | 4 | 12 | 24 |

Schedule 2 (Prisons) of the Prison Rules will be amended to reflect this commitment from the 7 councils whilst the current commitments for HMP Aberdeen and HMP Peterhead from Aberdeen City council (7 VC members) and Aberdeenshire council (7 VC members) will be discontinued with the closure of these prisons.

Future developments for Prison Monitoring:

You may be aware that the Cabinet Secretary for Justice has proposed a change for prison monitoring, which is currently going through the parliamentary process. The proposal will discontinue Visiting Committees and replace them with Prison Monitors appointed by Her Majesty's Chief Inspector of Prisons for Scotland. This change is planned for the autumn of 2014.

The normal VC recruitment and appointments process:

In normal circumstances the appointment/recruitment of VC members entails appointing councillors for elected member VC appointments and for non-elected member VC appointments a process of advertising; sifting; interviewing; enhanced disclosure checking of successful candidates before these appointments can be confirmed. This can be a costly and drawn out process and is reliant on interest from the general public in the case of non-elected members. Once appointed there would also be a requirement for appropriate training which is normally delivered by the Association of Visiting Committees (AVC); the local Visiting Committee; and the Scottish Prison Service (SPS).

In the case of Aberdeen City, Aberdeenshire and Highland councils the recruitment/appointment process is already familiar to the council: However, for all of the councils I understand that the commitment to fulfil these obligations to HMP Grampian will have to be agreed at a relevant council committee meeting, therefore one of the aims in me writing at this time is to allow this due process to take place to ensure appointments are in place and to allow appropriate training for any new VC member in time for the prison opening in March 2014. Ideally the VC membership should be recruited and appointed by no later than mid January 2014.

Alternative to the normal VC recruitment and appointment process in this case:

As previously stated the Cabinet Secretary for Justice intends replacing VCs with Prison Monitors in the autumn of 2014. With HMP Grampian opening in March this will mean that HMP Grampian VC appointments will only be required for 6-9 months. The shortness of the appointment is likely to impact significantly on the level of interest from the general public for these appointments. Consequently a combination of the recruitment costs and the training required can hardly be justified given the short duration of the appointment. But there is still a statutory requirement to have a VC in place.

With all of this in mind I have explored the option of retaining the existing VC membership from HMPs Aberdeen and Peterhead to cover the VC responsibilities at HMP Grampian until such times as the new Prison Monitoring arrangements come into effect. After discussions with the existing VC membership from both prisons I can confirm that 9 members have indicated they are prepared to continue in the VC role at HMP Grampian with another member committing provisionally to do the same. All of these members are from Aberdeen City and Aberdeenshire councils and therefore cover the VC commitment for HMP Grampian from both of these councils.

The benefit with this option for HMP Grampian is that the prison will open with an experienced VC in place. The benefit for both councils is that they will not be required to undertake a new recruitment and appointment process.

I think the benefits of this option to both councils speak for themselves and recommend that they ratify this at an appropriate council committee meeting (the names of the VC members are attached).

The appointment process for the other councils (Morayshire, Highland, Eilaen Sair, Orkneys and Shetland) is relatively simple inasmuch as all appointments are for elected members and therefore don't have to go through the open recruitment campaign and interview process.

Clerking arrangements for the HMP Grampian VC:

It is custom and practice that the council where the prison is located provide clerking support for the VC. In this case that will be Aberdeenshire council. Both Aberdeen City and Aberdeenshire councils currently provide a clerk support service to the Aberdeen and Peterhead prison VCs. The clerking service for HMP Grampian VC will be a continuation of the service currently provided to HMP Peterhead VC. The clerking service for HMP Aberdeen VC will no longer be required when the prison closes on 6th December 2013.

Action required at this stage:

- That each council refers the matter to the relevant council committee;
- That this committee confirms that the council is prepared to fulfil its statutory obligations of representation on the HMP Grampian VC;
- That council representatives (elected or non-elected) are duly appointed;
- That the names and contact details of those appointed to the VC positions are forwarded to me as soon as possible and ideally no later than mid January 2014;

Your assistance with this matter is very much appreciated. If you need any further information on this please do not hesitate to get in touch on the phone number or email address above.

Yours sincerely,

Jim Chisholm
Executive Manager,
Partnerships & Commissioning Directorate, SPS.

20 November 2013.

c.c.
Chief Executive, Aberdeenshire Council,
Chief Executive, Morayshire Council,
Chief Executive, Highland Council,
Chief Executive, Eilean Sair Council,
Chief Executive, Orkneys Council,
Chief Executive, Shetland Council,

Members from the HMP Aberdeen and Peterhead VCs who have indicated they are prepared to continue with the role at HMP Grampian:

| Forsyth | Elected member | HMP Aberdon VC | Al- |
|-----------|---|--|---|
| Allan | | | Aberdeen City council |
| Ingram | · · · · · · · · · · · · · · · · · · · | | Aberdeen City council |
| Wallace | | | Aberdeen City council |
| Lawson | | | Aberdeen City council |
| Pratt | | | Aberdeen City council |
| Duncan | | | Aberdeenshire council Aberdeenshire council |
| Norrie*** | | | Aberdeenshire council |
| Donnelly | Elected member | | Aberdeen City council |
| Stark | Non-elected member | | Aberdeen City council |
| | Ingram Wallace Lawson Pratt Duncan Norrie*** Donnelly | Allan Elected member Ingram Non-elected member Wallace Non-elected member Lawson Non-elected member Pratt Elected member Duncan Elected member Norrie*** Elected member Donnelly Elected member | Allan Elected member HMP Aberdeen VC Ingram Non-elected member HMP Aberdeen VC Wallace Non-elected member HMP Aberdeen VC Lawson Non-elected member HMP Aberdeen VC Pratt Elected member HMP Peterhead VC Duncan Elected member HMP Peterhead VC Norrie*** Elected member HMP Peterhead VC Donnelly Elected member HMP Peterhead VC |

*** Provisional

Agenda Item 6(e)

ABERDEEN CITY COUNCIL

COMMITTEE Council

DATE 18 December 2013

DIRECTOR Director of Corporate Governance

TITLE OF REPORT Consultation on the Draft Public Services Reform (Prison Visiting

Committees) (Scotland) Order 2014

REPORT NUMBER CG/13/135

1. PURPOSE OF REPORT

This report informs Council of the Scottish Government consultation on the draft Public Services Reform (Prison Visiting Committees) (Scotland) Order 2014 which would abolish Prison Visiting Committees, clarify the role of Her Majesty's Chief Inspector of Prisons and create roles of Prison Monitor and Lay Monitor and presents a proposed response to the consultation for consideration.

2. RECOMMENDATION

That Council instructs officers to submit the proposed response to the Scottish Government by the deadline of 31 January 2014.

3. FINANCIAL IMPLICATIONS

There are no financial implications identified as a result of this consultation. In accordance the Prison and Young Offenders Institutions (Scotland) Rules 2011, the Council currently carries out the recruitment and selection process for Members, as well as the administration of this Committee. The consultation proposes the abolition of Prison Visiting Committee and the establishment of prison and lay monitors, however there is no detail as to whether local authorities would have any role in the recruitment and selection of these positions.

4. OTHER IMPLICATIONS

None.

5. REPORT

5.1 **Background**

6.1.1 Many elected members will be familiar with the role of Prison Visiting Committees which, very broadly, currently monitor Scotland's prisons. They are statutory bodies regulated by Section 8 of the Prisons (Scotland) Act 1989 and Part 17 of the Prisons and Young Offenders Institutions (Scotland) Rules 2011. They are required to visit prisons fortnightly (as a minimum) and to hear, in

confidence, complaints and concerns from prisoners. Prison Visiting Committee members may visit at any time of the day or night, during which they have unfettered access to all areas of the prison and to prisoners.

- 6.1.2 Some form of independent oversight of prisons in Scotland has existed for well over a century. The modern context of the Visiting Committee is a sophisticated one which assumes harmony between the Committee and the Governor but, ultimately, provides for the possibility that the Committee might not be satisfied by remedial action taken by the Governor in response to its concerns, and for the referral of difficulties to the First Minister.
- 6.1.3 Ideally, the Governor welcomes the involvement and participation of the Visiting Committee in the strategic planning process but, ultimately, the Committee has no veto on value judgements reached in the course of that process. However, the absence of ultimate managerial responsibility does not entail lack of real influence.
- 6.1.4 Every member of a Visiting Committee has the right to enter the establishment at any time, and to have access to every part of it and to every prisoner. This right must of course be exercised with common sense, and with due regard to the routines of the establishment. A visiting rota is arranged, with a minimum of two members visiting every fortnight. These rota visits are at the heart of the Committee's moral and legal purpose. The full duties required of a member are set out in part 17 of the Prison and Young Offenders Institutions (Scotland) Rules 2011.

6.2 <u>Review of Visiting Committees - The draft Public Services Reform (Prison Visiting Committees) (Scotland) Order 2014</u>

6.2.1 In 2011 the Scottish Government opened a consultation on independent monitoring of prisons. The purpose of the consultation was to seek views on the system for monitoring the quality and safety of prisons and the treatment of prisoners in Scotland, and, in particular look at the roles of the Chief Inspector and Prison Visiting Committees. In December 2011, the Scottish Government published an analysis of the responses received to its consultation, as well as its intentions for the future independent monitoring of prison, which included the intention to abolish Visiting Committees. In response to this, the Social Care and Wellbeing Committee of 2 February 2012, approved the following motion by Councillor Kiddie and also agreed that the Convener write to the Justice Secretary on behalf of the Committee to outline the Council's support for the retention of prison visiting committees:-

"Aberdeen City Council notes the recent statement by the Cabinet Secretary for Justice that he intends to abolish prison visiting committees by December 2012.

Council welcomes his statement relating to the development of advocacy services within prisons but agrees to support the efforts of the National Association of Prison Visiting Committees and the local Aberdeen Prison Visiting Committee in campaigning for the retention of independent monitoring arrangements within Scotland in keeping with the rest of the United Kingdom and further afield."

This announcement was followed by a debate in the Scottish Parliament on 2 February 2012, during which it was recognised in the debate that an independent prisoner advocacy service would contribute to better offender

outcomes, however, concerns were raised about the future independent monitoring of prisons. Following the debate the Cabinet Secretary for Justice committed to look again at independent monitoring and ensure that the Scottish Government met its obligations under OPCAT. One of the main issues of concern was that the independence of Visiting Committees did not reach the standard required by OPCAT since budgetary and administrative arrangements were managed by the Scottish Prison Service – the organisation they are required to monitor.

In light of this, the Scottish Government commissioned Professor Coyle to undertake a review of the proposals during which he engaged with key organisations.

Professor Coyle's report on independent monitoring was published on 7 February 2013. The report proposed 21 recommendations, including the recommendation that Prison Visiting Committees should be abolished and replaced with independent prison monitors, made up of lay people.

Thereafter, in April 2013 the Cabinet Secretary responded to Professor Coyle's recommendations and advised that he had taken the decision that HM Chief Inspector of Prisons is best placed to provide oversight and support of independent monitors of prisons and therefore would present a draft Order which proposed that Prison Visiting Committees be abolished and a new system of independent monitoring introduced. The new system would bring independent monitoring under the auspices of HM Chief Inspector of Prisons.

The draft Public Services Reform (Prison Visiting Committees) (Scotland) Order 2014 had now been submitted for consultation. Responses to the consultation were invited by 31 January 2014.

The draft Order, as well as the proposed response are appended to the report.

6. IMPACT

None.

MANAGEMENT OF RISK

None.

8. BACKGROUND PAPERS

Section 8 of the Prisons (Scotland) Act 1989 and Part 17 of the Prisons and Young Offenders Institutions (Scotland) Rules 2011

Professor Coyle's Review of Proposals to Improve Arrangements for Independent Monitoring of Prisons – January 2013

The Scottish Government Response to the Review of Proposals to Improve Arrangements for Independent Monitoring of Prisons – April 2013

The draft Public Services Reform (Prison Visiting Committees) (Scotland) Order 2014

9. REPORT AUTHOR DETAILS

Allison Swanson Committee Officer Democratic Services aswanson@aberdeencity.gov.uk 01224 522822

The draft Public Services Reform (Prison Visiting Committees) (Scotland) Order 2014 – Consultation Response from Aberdeen City Council

1. Aberdeen City Council's Role – Recruitment and Appointment of Members

In accordance with Section 8 of the Prisons (Scotland) Act 1989 and Part 17 of the Prisons and Young Offenders Institutions (Scotland) Rules 2011, Aberdeen City Council has undertaken the recruitment and appointment of members for both HMP Aberdeen and HMP Peterhead Visiting Committees. This process has been undertaken successfully, in a timely manner, and has seen the appointment of independent, committed and long standing members who carry out their duties fully in line with that detailed in part 17 of the Prison and Young Offenders Institutions (Scotland) Rules 2011.

The Council has experienced no issues to date regarding the recruitment process, however do acknowledge that more robust arrangements could be implemented to ensure that a wide audience was reached and the best candidates selected. The extensive introductory and ongoing training provided by the Association of Visiting Committees and the SPS to ensure members could fulfil their duties was commended and it was recommended that such arrangements were provided to the prison and lay monitors. Council also agrees that the current system of lay monitors appointed by the relevant local authorities is completely independent with a clear structure for monitoring and reporting and from the experience in HMP Aberdeen and HMP Peterhead works very well.

The Council notes that in the draft Public Services Reform (Prison Visiting Committees) (Scotland) Order 2014, it states that the Chief Inspector must appoint prison monitors and lay monitors. Also, in the Cabinet Secretary for Justice's response to Professor Coyle's review, he advises that HM Chief Inspector of Prisons (HMCIP) will be supported by an Advisory Group which would be made up of key stakeholders from the Justice sector. This Group would provide guidance on monitoring, appointments and training. It is therefore assumed that the Council will have no role in this process, however confirmation of this is welcome. It was also noted that there was no reference to an Advisory Group within the draft Order and again, therefore, Council would welcome clarity regarding the establishment and role of this Group.

2. Proposed Changes

Aberdeen City Council welcomes the Cabinet Secretary's confirmation that independent monitoring of prisons would continue, albeit in a different form and in this regard acknowledges the need for change with regards future monitoring.

The Council recognises that one of the main issues of concern with the current system was that the independence of Visiting Committees did not reach the standard required by Optional Protocol to the UN Convention Against Torture (OPCAT) since budgetary and administrative arrangements were managed by the Scottish Prison Service – the organisation they are required to monitor and therefore welcomed the introduction of changes which would ensure that the Scottish Government met its obligations under Optional Protocol to the UN Convention Against Torture (OPCAT). However, the Council still feel that changes to the oversight and administration of Visiting Committees would also enable these obligations to be met.

With regards meeting these obligations, the Council agrees that one of the most important questions is deciding which body should oversee and support those carrying out the monitoring. In this regard, Council notes the proposal to move independent monitoring

under the auspices of HMCIP and further notes that this change would meet the OPCAT obligations.

The Council is of the view that the *monitoring* role of visiting committees is quite different from the role of HM Inspectorate of Prisons, and that the two functions should complement each other and their structures should sit separately. Therefore, Council was of the view that integration of monitoring and inspection functions is not the best option for the future monitoring of prisons.

The statement to confirm that the Scottish Government is clear about the distinction in functions of inspection and monitoring and that these functions will operate separately was welcome and it was hoped that this would be the case should the draft order be approved. However, it was noted that if the proposal is implemented, both the monitoring and inspection roles, which are very distinct, will sit under the Chief Inspector and therefore the proposal does not reflect the 'layered' approach to National Preventative Measures recommended by OPCAT. The importance of prisoners being clear of the separation between both functions under HMIP and of prisoners continuing to have faith in the independence of the monitoring system was also highlighted.

It is also noted with concern that the proposed new monitoring system will be substantially more cost prohibitive in that it is estimated that it will cost £255,000, whilst the annual total cost of the current system was £50,000.

3. Role of the Prison Monitors and Lay Monitors

The draft Order proposes a structure of 3-4 paid monitors, as well as an unspecified number of lay monitors. Professor Coyle stated that if his recommendations were implemented, there would be no need for the paid monitors. Council concurs with this view and feel that the paid monitors will make the new system very expensive and on the basis of the draft Order are unclear as to the added value they will bring. Therefore, Council would welcome clarity and greater detail on the role of paid and lay monitors. It is also felt that it would be difficult for lay monitors to truly be independent when they are being instructed by paid monitors, who due to their payment will be viewed as public servants. This again may diminish prisoners' faith in the independence of the new monitoring system.

Proposed draft Order laid before the Scottish Parliament under section 26(2)(a) of the Public Services Reform (Scotland) Act 2010 for the purposes of consultation required by section 26(1) of that Act.

SCOTTISH STATUTORY INSTRUMENTS

2013 No.

PUBLIC SERVICES REFORM

The Public Services Reform (Prison Visiting Committees) (Scotland) Order 2014

 Made
 2014

 Coming into force
 2014

The Scottish Ministers make the following Order in exercise of the powers conferred by sections 14 and 15 of the Public Services Reform (Scotland) Act 2010(a) ("the Act") and all other powers enabling them to do so.

The Scottish Ministers consider that the conditions in section 16(2) and (10) of the Act are satisfied.

The Scottish Ministers have consulted in accordance with sections 25(4) and 26 of the Act.

The Scottish Ministers have laid a draft of this Order and an explanatory document before the Scottish Parliament in accordance with section 25(2)(b) of the Act.

In accordance with section 25(2)(c) of the Act, the draft of this Order has been approved by resolution of the Scottish Parliament.

Citation and commencement

1. This Order may be cited as the Public Services Reform (Prison Visiting Committees) (Scotland) Order 2014 and comes into force on 2014.

Amendment of the Prisons (Scotland) Act 1989

2.—(1) The Prisons (Scotland) Act 1989(**b**) is amended as follows.

⁽a) 2010 asp 8.

⁽b) 1989 c.45.

- (2) In section 7 (appointment and functions of Her Majesty's Chief Inspector of Prisons for Scotland), for subsections (2) to (7) substitute—
 - "(2) The functions of the Chief Inspector are to—
 - (a) inspect, or arrange for the inspection of, prisons and the treatment of prisoners within those prisons,
 - (b) inspect the conditions in which prisoners are transported or held in pursuance of prisoner escort arrangements (within the meaning of section 102 (Arrangements for the provision of prisoner escorts) of the Criminal Justice and Public Order Act 1994(a)), and
 - (c) investigate specific matters connected with prisons or prisoners which have been referred to the Chief Inspector by the Scottish Ministers.
 - (3) The Chief Inspector must report to the Scottish Ministers—
 - (a) following an inspection carried out under subsection (2)(a) or (b),
 - (b) following an investigation carried out under subsection (2)(c), and
 - (c) annually, in such form as the Scottish Ministers may direct, in relation to the conditions in prisons and the treatment of prisoners within those prisons.
 - (4) The Chief Inspector must lay a copy of the report prepared under subsection (3)(c) before the Scottish Parliament.
 - (5) The Chief Inspector, in performing any function under subsection (2), may, without prior notice—
 - (a) visit and access any prison, and any part of a prison, in Scotland,
 - (b) speak with any prisoner, visitor, prison officer or other person working at the prison, and
 - (c) inspect all prison records other than personnel records.
 - (6) The Scottish Ministers may pay such sums as they consider necessary to the Chief Inspector in respect of—
 - (a) the Chief Inspector's salary and allowances, and
 - (b) the exercise of the Chief Inspector's functions under sections 7A(7) and 7B(6).".
 - (3) After section 7, insert—

"Prison monitors

- **7A.**—(1) The Chief Inspector must appoint prison monitors and evaluate the performance of each prison monitor.
- (2) The Chief Inspector must ensure that at least three prison monitors are appointed at any given time.
 - (3) Prison monitors may be assigned by the Chief Inspector to—
 - (a) prisons within a particular area of Scotland,
 - (b) particular prisons within Scotland, or
 - (c) all prisons in Scotland.
- (4) In relation to each prison to which a prison monitor is assigned, the prison monitor must—
 - (a) visit the prison at least once a month or more frequently as instructed by the Chief Inspector,
 - (b) monitor the prison conditions and the treatment of prisoners within the prison,

⁽a) 1994 c.33.

- (c) investigate specific matters which have been referred to the prison monitor by the Chief Inspector,
- (d) report to the Chief Inspector in relation to an investigation conducted under paragraph (c),
- (e) notify the Governor and the Chief Inspector of any matters relating to the condition of the prison or treatment of any prisoner or group of prisoners which the prison monitor considers appropriate,
- (f) where, in the opinion of the prison monitor, a matter notified to the Governor under paragraph (e) has not been remedied within such period as the prison monitor considers reasonable, inform the Governor and the Chief Inspector,
- (g) maintain a record of the date and time of each visit to the prison and the matters inspected during each visit, and
- (h) provide such reports to the Chief Inspector as the Chief Inspector may instruct.
- (5) In carrying out the duties imposed under subsection (4), prison monitors must—
 - (a) comply with any instructions issued by the Chief Inspector, and
 - (b) take account of any guidance on the monitoring of prisons published by the Chief Inspector.
- (6) In carrying out the duties imposed under subsection (4), prison monitors may, without prior notice—
 - (a) visit and access any prison, and any part of a prison, to which the prison monitor is assigned,
 - (b) speak with any prisoner, visitor, prison officer or other person working at the prison, and
 - (c) inspect all prison records other than personnel records.
- (7) The Chief Inspector may, from the monies received from the Scottish Ministers under section 7(6), pay prison monitors such sums in respect of salary and allowances as the Chief Inspector considers appropriate.

Lay monitors

- **7B.**—(1) The Chief Inspector must appoint lay monitors and evaluate the performance of each lay monitor.
 - (2) Lay monitors may be assigned by the Chief Inspector to—
 - (a) prisons within a particular area of Scotland,
 - (b) particular prisons within Scotland, or
 - (c) all prisons in Scotland.
 - (3) In relation to each prison to which a lay monitor is assigned, the lay monitor must—
 - (a) assist prison monitors assigned to the prison in carrying out the duties specified in section 7A(4),
 - (b) investigate any complaint which a prisoner makes to them, and
 - (c) report the outcome of such an investigation to the Governor and a prison monitor assigned to the prison.
 - (4) In carrying out the duties imposed under subsection (3), lay monitors must—
 - (a) comply with any instructions issued by a prison monitor assigned to the prison, and
 - (b) take account of any guidance on the monitoring of prisons published by the Chief Inspector.

- (5) In carrying out the duties imposed under subsection (3) lay monitors may, without prior notice—
 - (a) visit and access any prison, and any part of a prison, to which the lay monitor is assigned,
 - (b) speak with any prisoner, visitor, prison officer or other person working at the prison, and
 - (c) inspect all prison records other than—
 - (i) personnel records, or
 - (ii) any documents containing information, the disclosure of which would, in the opinion of the Governor, have implications for the security of the prison.
- (6) The Chief Inspector may, from the monies received from the Scottish Ministers under section 7(6), pay lay monitors such sums in respect of travel and subsistence expenses as the Chief Inspector considers appropriate."
- (4) Section 8 (visiting committees) is repealed.
- (5) In section 14(8) (legalised police cells), for "sections 8 and" substitute "section".
- (6) In section 15(3) (right of sheriff or justice to visit prison)—
 - (a) for "the visiting committee at their next visit" substitute "a prison monitor or a lay monitor", and
 - (b) after "section" insert "at the next time such a monitor visits the prison".
- (7) In section 19 (remand centres and young offenders institution)—
 - (a) subsection (3) is repealed,
 - (b) in subsection (4)(a), after "3A," insert "7 to 7B,",
 - (c) in subsection (4)(b), for "7" substitute "6",
 - (d) in subsection (4), for the words from ", to persons" to "section 8(1) of this Act" substitute, "and to persons detained therein".
- (8) In section 34 (notification of an inquiry into death of a prisoner), for "the visiting committee" substitute "a prison monitor or a lay monitor assigned to the prison".
 - (9) Section 43(1) (interpretation) is amended as follows—
 - (a) after the entry "the 1995 Act", insert—
 - ""Chief Inspector" means Her Majesty's Chief Inspector of Prisons for Scotland appointed in accordance with section 7;"
 - (b) at the end, insert—
 - ""Lay monitor" means a lay monitor appointed in accordance with section 7B(1),
 - "Prison monitor" means a prison monitor appointed in accordance with section 7A(1)".

Public Services Reform (Scotland) Act 2010

- 3.—(1) The Public Services Reform (Scotland) Act 2010(a) is amended as follows.
- (2) In Schedule 5 (listed parties)—
 - (a) the entry "Visiting Committees (appointed under section 19(3) of the Prisons (Scotland) Act 1989 (c.45) or constituted by rules made under section 39 (as read with section 8(1)) of that Act" is repealed;
 - (b) after the entry "Lands Tribunal for Scotland" insert—
 - "Lay monitors appointed under section 7B(1) of the Prisons (Scotland) Act 1989"; and

⁽a) 2010 asp 8.

(c) after the entry "any Private Rented Housing Committee" insert—

"Prison monitors appointed under section 7A(1) of the Prisons (Scotland) Act 1989".

(3) In Schedule 8 (information on exercise of public functions: listed public bodies), the entry "Visiting Committees (appointed under section 19(3) of the Prisons (Scotland) Act 1989 (c.45) or constituted by rules made under section 39 (as read with section 8(1)) of that Act" is repealed.

Amendment of the Prisons and Young Offenders Institutions (Scotland) Rules 2011

- **4.**—(1) The Prisons and Young Offenders Institutions (Scotland) Rules 2011(a) are amended as follows.
 - (2) In rule 120 (requests to speak to certain persons)—
 - (a) for paragraph (1)(b), substitute "(b) a prison monitor appointed under section 7A(1) of the Act or a lay monitor appointed under section 7B(1) of the Act,"; and
 - (b) for paragraph (3), substitute—
 - "(3) A prisoner may make a complaint to a lay monitor appointed under section 7B(1) of the Act and for that purpose the Governor must ensure that—
 - (a) the prisoner is supplied with paper, and
 - (b) the complaint is posted to an appropriate lay monitor without delay.".
- (3) In rule 123(5)(b) (referral of complaints to the Internal Complaints Committee), delete ", a member of the visiting committee,".
 - (4) Part 17 (visiting committees) is revoked.
 - (5) Schedule 2 (constitution of visiting committees) is revoked.
 - (6) Schedule 3 (constitution of visiting committees for legalised police cells) is revoked.

Consequential modifications

5. Schedule 1 to this Order (which makes consequential amendments) has effect.

A member of the Scottish Government

St Andrew's House, Edinburgh

(a) S.S.I. 2011/331 as amended by S.S.I. 2011/356 and S.S.I. 2012/026.

PART 1 – PRIMARY LEGISLATION

The Law Reform (Miscellaneous Provisions) (Scotland) Act 1980

- 1.—(1) The Law Reform (Miscellaneous Provisions) (Scotland) Act 1980(a) is amended as follows.
- (2) In Part 1 of Schedule 1 (ineligibility for and disqualification and excusal from jury service), in Group B, for sub-paragraph (o), substitute—
 - "(o) prison monitors appointed under section 7A(1) of the Prisons (Scotland) Act 1989 and lay monitors appointed under section 7B(1) of that Act;".

The Prisoners and Criminal Proceedings (Scotland) Act 1993

- 2.—(1) The Prisoners and Criminal Proceedings (Scotland) Act 1993(b) is amended as follows.
- (2) In paragraph 6 of Schedule 5 (minor and consequential amendments), sub-paragraph (4) is repealed.

The Criminal Justice and Public Order Act 1994

- 3.—(1) The Criminal Justice and Public Order Act 1994(c) is amended as follows.
- (2) In section 103 (monitoring of prisoner escort arrangements), subsection (2) is repealed.
- (3) In section 110(3) (consequential modifications of the Prisons (Scotland) Act 1989), after "services)," insert "7A (prison monitors), 7B (lay monitors),".
 - (4) In section 110(4), after "services)," insert "7A (prison monitors), 7B (lay monitors),".
 - (5) In section 116 (minor and consequential amendments), subsection (1) is repealed.
 - (6) In Schedule 10 (consequential amendments), paragraph 64 is repealed.

The Local Government etc. (Scotland) Act 1994

- **4.**—(1) The Local Government etc. (Scotland) Act 1994(**d**) is amended as follows.
- (2) In paragraph 162 of Schedule 13 (minor and consequential amendments), sub-paragraph (2) is repealed.

The Employment Rights Act 1996

- **5.**—(1) The Employment Rights Act 1996(e) is amended as follows.
- (2) In section 50 (right to time off for public duties)—
 - (a) in subsection (2)(d), the words "or a prison visiting committee" are repealed,
 - (b) in subsection (7), paragraph (b) is repealed.

⁽a) 1980 c.55.

⁽b) 1993 c.9.

⁽c) 1994 c.33.

⁽d) 1994 c.39.

⁽e) 1996 c.18.

The Crime and Punishment (Scotland) Act 1997

- **6.**—(1) The Crime and Punishment (Scotland) Act 1997(a) is amended as follows.
- (2) In section 43 (medical services in prisons), subsection (3) is repealed.
- (3) In paragraph 13 of Schedule 1 (minor and consequential amendments), sub-paragraph (2) is repealed.

The Management of Offenders etc. (Scotland) Act 2005

- 7.—(1) The Management of Offenders etc. (Scotland) Act 2005(b) is amended as follows.
- (2) In section 21 (further amendments and repeal), subsection (6) is repealed.

The Public Records (Scotland) Act 2011

- **8.**—(1) The Public Records (Scotland) Act 2011(c) is amended as follows.
- (2) In paragraph 1 of Schedule 1 (authorities to which Part 1 applies)—
 - (a) after the entry for "Lands Tribunal for Scotland", insert—
 - "Lay monitors appointed under section 7(3)(b) of the Prisons (Scotland) Act 1989;";
 - (b) after the entry for "Principal Reporter", insert—
 - "Prison monitors appointed under section 7(3)(a) of the Prisons (Scotland) Act 1989;"; and
 - (c) the entry for "visiting committees" is repealed.

PART 2 - SECONDARY LEGISLATION

The Local Government (Allowances to Members) (Prescribed Bodies) (Scotland) **Regulations 1981**

9. The Local Government (Allowances to Members) (Prescribed Bodies) (Scotland) Regulations 1981(d) are revoked.

The Scotland Act 1998 (Consequential Modifications) (No. 2) Order 1999

- 10.—(1) The Scotland Act 1998 (Consequential Modifications) (No. 2) Order 1999(e) is amended as follows.
- (2) In paragraph 98 of Part 1 of Schedule 2 (modifications of Acts of Parliament), sub-paragraph (2) is revoked.

The Police Act 1997 (Criminal Records) (Scotland) Regulations 2010

11.—(1) The Police Act 1997 (Criminal Records) (Scotland) Regulations 2010(f) are amended as follows.

⁽a) 1997 c.48.

⁽b) 2005 asp 14.

⁽c) 2011 asp 12. (d) S.I. 1981/1388.

⁽e) S.I. 1999/1820. (f) S.S.I. 2010/168.

- (2) In paragraph 3 of regulation 9 (enhanced criminal record certificates: prescribed purpose), for sub-paragraph (c), insert—
 - "(c) an individual appointed or seeking appointment—
 - (i) to any office, employment or work which is concerned with the administration of, or is otherwise normally carried out wholly or partly within the precincts of a prison, remand centre, young offenders institution, detention centre or removal centre;
 - (ii) as a prison monitor under section 7(3)(a) of the Prisons (Scotland) Act 1989; or
 - (iii) as a lay monitor under section 7(3)(b) of the Prisons (Scotland) Act 1989.".

The Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions) (Scotland) Order 2013

- **12.**—(1) The Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions) (Scotland) Order 2013(a) is amended as follows.
- (2) For paragraph 7 of Part 2 of Schedule 4 (excepted professions, offices, employments and occupations), substitute—
 - "7. Any office, employment or work which is concerned with the administration of, or is otherwise normally carried out wholly or partly within the precincts of a prison, remand centre, young offenders institution, detention centre or removal centre and prison monitors appointed under section 7(3)(a) of the Prisons (Scotland) Act 1989 and lay monitors appointed under section 7(3)(b) of that Act."

EXPLANATORY NOTE

(This note is not part of the Order)

This Order amends the Prisons (Scotland) Act 1989 ("the 1989 Act") and the Prisons and Young Offenders Institutions (Scotland) Rules 2011 ("the 2011 Rules") using the powers in section 14 of the Public Services Reform (Scotland) Act 2010 ("the 2010 Act"). The Order creates the roles of prison monitor and lay monitor in accordance with section 14(3)(c) of the 2010 Act. The Order transfers the functions of prison visiting committees to prison monitors and lay monitors and confers further functions on them in accordance with section 14(3)(a), (3)(c) and (5) of the 2010 Act. The Order also abolishes prison visiting committees in accordance with section 14(8) of the 2010 Act; the functions of prison visiting committees having been transferred to prison monitors and lay monitors.

Paragraph 2 of this Order amends the 1989 Act so as to clarify the role of the Chief Inspector of Prisons, to create the roles of prison monitor and lay monitor and to abolish prison visiting committees.

Paragraph 2(2) amends section 7 of the 1989 Act so as to continue the role of the Chief Inspector of Prisons and clarify the powers and duties imposed on him. Paragraph 2(3) adds sections 7A and 7B to the 1989 Act creating the roles of prison monitor and lay monitor. Section 7A specifies the powers and duties imposed on prison monitors and section 7B specifies the powers and duties imposed on lay monitors.

Paragraph 2(4) repeals section 8 of the 1989 Act which obliges the Scottish Ministers to make provision in rules made under section 39 of that Act for the constitution of visiting committees for prisons and young offenders institutions. Paragraph 2(5) amends section 14 of the 1989 Act so as to remove a cross-reference to section 8.

Paragraph 2(6) amends the obligation on the Governor in section 15 of the 1989 Act, to draw to the attention of the visiting committee any entry in the visitors book made by a sheriff or justice of the peace, by substituting prison monitors and lay monitors in place of the visiting committee. Paragraph 2(7) amends section 19 of the 1989 Act so as to ensure that sections 7, 7A and 7B of the 1989 Act cannot be modified in their application to remand centres and young offenders institutions via rules made under section 39 of the 1989 Act.

Paragraph 2(8) amends the obligation on the Governor in section 34 of the 1989 Act to ensure that prison monitors or lay monitors are informed on the death of a prisoner in place of visiting committees. Paragraph 2(9) inserts definitions of "Chief Inspector", "lay monitor" and "prison monitor" into section 43 of the 1989 Act.

Paragraph 3 introduces Schedule 1 which makes consequential amendments to primary and secondary legislation.

Paragraph 4 amends the 2011 Rules so as to remove all references to visiting committees and the powers and duties bestowed upon them. Paragraph 4(2) amends rule 120 of the 2011 Rules so that prisoners can make a request to speak to a prison monitor or lay monitor and so that prisoners may make a written complaint to a lay monitor. Paragraph 4(3) amends rule 123(5)(b) so as to remove visiting committees from the role of assisting prisoners at complaints hearings.

Paragraph 4(4), (5) and (6) amends the 2011 Rules so as to revoke Part 17 (which makes provision for the constitution and functions of visiting committees), Schedule 2 (which makes provision for the constitution of visiting committees for prison) and Schedule 3 (which makes provision for the constitution of visiting committees for legalised police cells).

Paragraph 5 removes the entry for visiting committees from Schedule 5 to the 2010 Act and adds entries for lay monitors and prison monitors in accordance with sections 15(2)(b) and 14(6)(a) and of the 2010 Act respectively. Paragraph 5 also removes the entry for visiting committees from Schedule 8 to the 2010 Act.

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ABERDEEN CITY COUNCIL

COMMITTEE Council

DATE 18 December 2013

DIRECTOR Angela Scott

TITLE OF REPORT Corporate Business Plan Performance Report

REPORT NUMBER: CG/13/131

PURPOSE OF REPORT

The report presents Council with the annual performance outturn for the Corporate Business Plan scorecard.

2. RECOMMENDATION(S)

Council are asked to:

- (i) Note the content of the report, the values for the performance indicators contained within the scorecard and the commentary detailing progress towards achievement of our strategic priorities and corporate outcomes.
- (ii) Instruct any further action considered appropriate

3. FINANCIAL IMPLICATIONS

There are no specific financial implications arising from the report recommendations. However, the Corporate Business Plan reflects the council's vision for the city, its citizens and communities and how this will be realised over a five year rolling period, which mirrors and directly impacts the budgetary, financial and service planning cycle.

4. OTHER IMPLICATIONS

None

BACKGROUND/MAIN ISSUES

Following approval of the Corporate Business Plan 2013/14-2017/18 in February 2013, work has been undertaken to scope a comprehensive performance scorecard which suitably supports the vision, strategic priorities and the achievement of outcomes for the next five years.

Many of the indicators detailed in the report reflect activities and functions undertaken directly by the Council. Some indicators however, are drawn from areas where the Council and the functions and services we provide have indirect influence, including in the wider economic and quality of life contexts. Other indicators represent the work we undertake with partners, including in the areas of community safety and transport improvements. The report therefore provides a broad-based illustration not just of Council performance, but of the economic, social, and environmental status of the city and its communities.

6. IMPACT

- (i) Corporate The report details progress towards delivery of the stated outcomes and commitments of the Corporate Business Plan. We have adopted the Public Service Value model to support our Business Plan activity. The model focuses both on public investment in services and on the delivery of improved results for people and their communities. Regular reporting of evaluated outcome measures will ensure that the impacts, benefits and consequences of the activities driven through the business plan, are demonstrated.
- (ii) **Public** The report forms a part of the Council's Public Performance Reporting arrangements. This encompasses a range of publications, documents, web pages, consultations and commentaries which together provide members of the public and scrutiny bodies with a performance picture of the Council and of the standard and scope of our service provision and functions.

The scorecard detailed in the report is the basis for our web-based performance information site – Aberdeen Performs. The information reported through Aberdeen Performs into the public domain is updated regularly with data and narrative to provide as wide a range of information on the Council's activities as possible. The content is tailored to be informative and interactive - feedback from members of the public is welcomed as part of this process.

The report is advisory and no Equalities and Human Rights Impact Assessment has been prepared.

7. MANAGEMENT OF RISK

The report reflects the vehicle by which our vision – 'Aberdeen the Smarter City' will be realised. The management of risks impacting the achievement of our strategic priorities is detailed in the Corporate Risk Register, which is subject to continuous review, revision and reporting to the Audit and Risk Committee.

8. BACKGROUND PAPERS

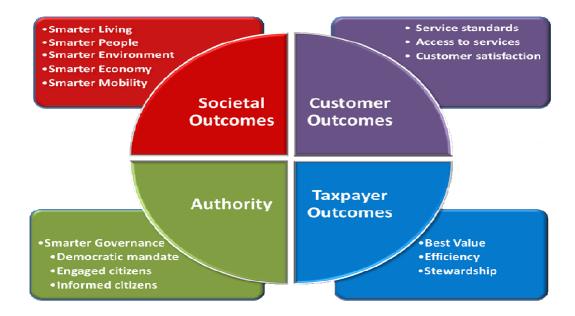
A number of the indicators detailed in the report are sourced from organisations external to the Council. Many of these are agencies of the UK or Scottish Governments and in some cases, commercial bodies. Care has been taken to suitably reference all indicators as appropriate.

9. REPORT AUTHOR DETAILS

Neil Buck
Performance and Risk Manager
nebuck@aberdeencity.gov.uk
522408

10. REPORT

10.1 The Public Service Value model categorises each of our Corporate Business Plan outcomes into one of the quadrants illustrated below:



Progress towards the achievement of each outcome is measured through a series of performance indicators, each of which is 'weighted' according to its relative importance or significance. The model emphasises the breadth of outcomes the Council aims to achieve. These cover not only the benefits our customers experience at the individual level, through interaction with the Council as service users, but also the impact we have with regard to the wider social context of Aberdeen, including strengthening local democracy and improving participation in service design and delivery. Finally, the core responsibilities of financial stewardship, delivering Best Value and demonstrating efficiency of management and operations, are also covered in the model.

10.2 Benchmarking

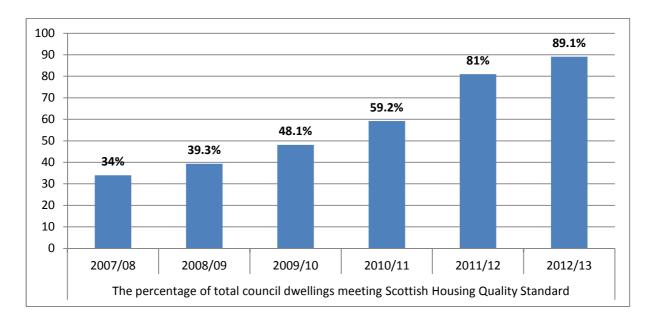
Several of the indicators included in the scorecard reflect unit costs and qualitative performance which the Council is required to report annually to Audit Scotland as part of the suite of Statutory Performance Indicators. The Benchmarking Club developed through SOLACE and the Improvement Service will from the 2013/14 reporting year, further require the Council to measure our performance with a profile of similar Scottish local authorities. The output of these exercises will be included in future performance reports.

10.3 Future Developments

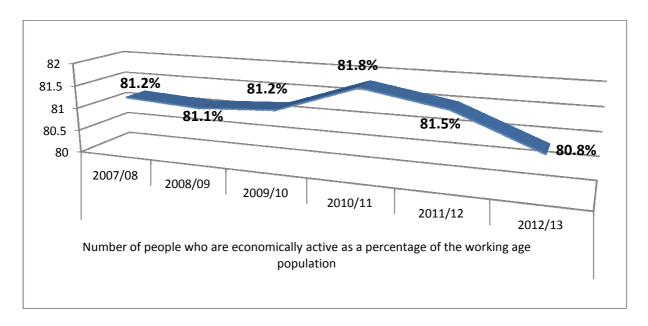
It is important to state that the nature of this approach to business planning and reporting has required the inclusion of several indicators which are new to our reporting arrangements. Whilst data is available to support the majority of the scorecard, some indicators are developmental at the present time. Every effort is being made to ensure data will be available to permit full reporting of these indicators in the future.

10.4 Areas of Significance

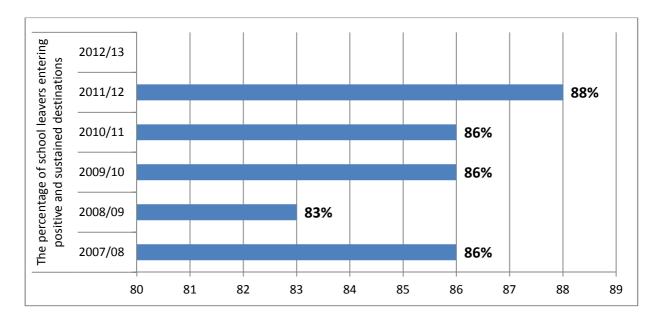
Appendix 1 details the most recent available outturn against the performance indicators. The following section sets out three areas of particular significance to the delivery of our vision and priorities, which may be of interest to Council.



The continued survey and works completed from the Housing Investment Capital Programme are keeping Aberdeen City Council on course to achieve compliance with the Scottish Housing Quality Standard by April 2015. More information can be found under the outcome: 'Residents have a warm, dry home in a safe and enjoyable environment.'



Revised figures show a relatively stable economic activity rate for the last five years. However this is lower than the pre-recession rate that was seen in 2006/07. More information can be found under the outcome: 'The city is recognised as good place to invest, live, work and export from.'



There has been an increase in the percentage of school leavers entering positive and sustained destinations between the 2010/11 and 2011/12 reporting years. More detail is provided under the outcome: 'Our children and young people achieve their full potential in education, employment or training.'

Appendix 1

Corporate Business Plan Performance Scorecard 2013-14



Customer Outcomes

Smarter Living - Quality of Life

Residents have a dry, warm home in a safe and enjoyable environment

Housing and rent management services are undergoing review and investment in the Council's housing stock is also reviewed every year as part of the annual budgeting process. A study into the sustainability of the multi-storey stock is planned as well as an examination of how well the range of available housing meets the needs of citizens. With regard to the management of homelessness in the city, the aims are to ensure that applicants are housed appropriately in the first instance and where support is necessary to assist the tenant to manage their tenancy, that this is identified at the earliest opportunity and thereafter procured, delivered and reviewed. The benefits of improved sustainment cross over several services and other partner agencies. The cost implications of providing support are more than covered by the savings in repairs, rental loss and the use of other services such as the provision of temporary accommodation or other expensive and scarce facilities. Tenancy sustainment performance has been consistently in the region of 92%.

The views of current and departing tenants assists in the development of policies, procedures, practices and standards. Consideration is being given to methods to increase the volume of survey returns, particularly with regard to outgoing tenants.

The percentage of our council tenancies meeting the Scottish Housing Quality Standard is significantly higher than the current Scottish local authority average
The percentage of our council tenancies meeting Scottish Housing Quality Standard has improved slightly above the estimated target and has reached 89.1% for 2012/13.
This is significantly higher than the Scottish local authority average of 76.6%. The continued survey and works completed from the Housing Investment Capital Programme are keeping Aberdeen City Council on course to achieve full compliance with the Scottish Housing Quality Standard for all of our properties, by April 2015.

In 2012/13, the Council provided support and assistance to 1,516 householders in fuel poverty. The assistance was provided through various measures such as home insulation and installation of more economical form of heating wherever possible. Support was also given through the Council's energy efficiency and fuel poverty advice service. This service is managed by SCARF on behalf of the Council. The advisory service is available for all citizens of the city and also offers "signposting" to other relevant organisations that could assist.

| Performance Indicator | Latest value | Weight |
|---|--------------------|--------|
| Customer Satisfaction with the Estates Service | 85.0% (Q2 2013/14) | 10% |
| Homeless - Prevention outcome where homelessness has been averted | 55.6% (Oct 2013) | 10% |
| Homeless - Prevention Presentations | 251 (Oct 2013) | 10% |
| Statutory Homeless Outcomes - % provided with permanent accommodation in the month | 82.4% (Oct 2013) | 10% |
| Homeless Tenancy Sustainment | 91.7% (2012/13) | 5% |
| Tenancy Sustainment - Citywide percentage of tenancies sustained for more than 12 months | 92.4% (Oct 2013) | 5% |
| Percentage of total dwellings meeting Scottish Housing Quality Standard | 89.1% (2012/13) | 30% |
| No. of Households Benefiting from Projects/Actions to Alleviate Fuel Poverty | 1516 (2012/13) | 10% |
| % of adults stating they feel 'very safe' or 'fairly safe' when at home alone at night Source: Scottish Household Survey | 96.0% (2009/10) | 10% |

Taxpayer Outcomes

Smarter People - (Social and Human Capital)

Our children and young people achieve their full potential in education, employment or training

Educational Attainment:

Overall, the percentage of pupils attaining positive outcomes across the SQA indicator suite increased by 10 percentage points against 2010/11, with improvement being recorded against 6 of the 11 indicators and key stage indicators at years 4 and 6 both recording increased performance of one and a significant five percentage points respectively.

Positive and Sustained Destinations:

The percentage and total number of positive destinations in Aberdeen has risen between the 2010/11 and 2011/12 SLDR survey periods representing an increase from 85.6% (1,516) of total school leavers (1,774) in 2010/11, rising to 88.4% (1,608) of total school leavers (1,818) in 2011/12, a change of +92 (2.8%) school leavers entering positive destinations.

Higher Education remains Aberdeen's highest initial leaver destination, there has been a slight rise in the percentage of leavers entering this destination from 35.6% (631) in 2010/11 to 36.5% (664) in 2011/12 and there has also been a steady rise in the percentage of young people entering employment (Aberdeen's 3rd highest leaver destination) from 21.4% (380) in 2010/11 to 23.0% (418) in 2011/12. The percentage of leavers entering further education (the 2nd highest leaver destination at 25.4% (462) in 2011/12),

training and voluntary work has remained relatively stable between 2010/11-2011/12 with some minor variations.

*New national performance measuring indicators are being introduced by the Government in 2014 to replace the current STACS educational assessment system. Details of the new national benchmarking tool have still to be confirmed but indications are that there will be four new performance indicators which will include 'Positive & Sustained Destinations' as a measure. Alongside this, the E,C&S Service is presently developing methodologies between and across various teams that will enhance the capacity for interpretation of the data provided by Education Scotland and SDS and inform action planning for supporting young people to attain positive destinations.

| Performance Indicator | Latest value | Weight |
|---|------------------|--------|
| SQA Performance % attaining 5+ awards at SCQF level 5 by end of S4 * | 34.0% (2011/12) | 10% |
| SQA Performance - % attaining 5+ awards at SCQF level 6 or better by end of S6* | 27.0% (2011/12) | 10% |
| Percentage of pupils entering positive and sustained destinations * | 88.4% (2011/12) | 15% |
| Percentage of publicly funded schools receiving positive Education Scotland inspection reports per financial year | 100% (2011/12) | 10% |
| Cost per primary school pupil | £4,880 (2011/12) | 10% |
| Cost per secondary school pupil | £6,613 (2011/12) | 10% |
| Cost per pre-school place | £2,186 (2011/12) | 10% |
| % of children reaching all expected developmental milestones at the time the child starts primary school. 2014 | In development | 25% |

Smarter Environment (Natural Resources)

The city has reduced its carbon footprint

Our Carbon Management Plan 2010/15 has set a target for a 23% reduction in CO2 emissions by 2015 (from a baseline in 2008/09). This reduction is targeted at business travel, fleet management, 59 multi-storey council housing blocks, public buildings, street lighting, water and waste. The Plan was developed as part of the Carbon Trust Local Authority Carbon Management Programme with an aim to monitor and reduce CO2 emissions from measurable emission sourcesWe have robust programmes for heating replacement and other energy efficiency measures including the award winning CHP (Combined Heat and Power) scheme which is providing efficient heating to high-rise buildings in various city locations.

A further Carbon Management Plan review was published in November 2013 and data has revealed that during the financial year 2012/13 the Council emitted 94,038 tonnes of CO2 from accounted day to day operations. These latest figures mean the Council has now achieved a 20% reduction in its carbon footprint, since the baseline year 2008/09.

The Department of Energy and Climate Change (DECC) has released data for CO2 emissions estimates for each local authority area in the UK until 2011. This data examines emissions from the following categories: the industry, commercial and public sector; domestic; and road transport. It looked at emissions within the scope of local authority influence. Data published in 2011 for Aberdeen shows per capita CO2 emissions of 6.7 which is down from 7.2 in 2010.

We have robust programmes for heating replacement and other energy efficiency measures including the award winning CHP (Combined Heat and Power) scheme which is providing efficient heating to high-rise buildings in various city locations.

| Performance Indicator | Latest value | Weight |
|--|------------------|--------|
| Per Capita CO2 Emissions (tonnes CO2) Source: DECC (Department of Energy & Climate Change) | 6.7 (2011) | 50% |
| Carbon Emissions: Council Assets and Operations (CO2 Tonnes) | 94,038 (2012/13) | 25% |
| The percentage of the council's housing stock - Energy efficient | 99.9% (2012/13) | 25% |

The city maximizes recycling of waste and minimizes waste sent to landfill

In the period April 2012 to March 2013 the proportion of waste continued the trend of falling levels, down from 98,982 tonnes in 2011/12 to 93,360 in 2012/13, a reduction of 5.7%. Overall the amount recycled through Kerbside and Bring schemes showed a slight increase however. Garden and Food Waste showed a slight drop from the previous year, mostly due to poor weather early in 2013. Overall, the proportion of the city's household waste recycled or composted during 2012/13 was 37.3%. As part of our continuing drive to increase the city's recycling rate, a trial where waste was diverted from landfill and processed through a local Material Recovery Facility resulted in around a 1.5% increase in the recycling figure

Through our waste strategy 2010-2025, we are delivering actions to maximise recycling by minimising waste production, minimising landfill, maximising recycling / organic waste treatment and recovering value from other wastes. Work continues to identify waste management technical solutions, procurement routes and investment options. Where appropriate, the use of low-carbon fuels such as bio-diesel for waste collection vehicles will be used.

A change in our fleet management accounting reduced costs significantly last year. A decision was taken to apply available funds in 2012/13 to paying off outstanding debt on some classes of our fixed assets, including vehicles, with the result that both the outstanding debt and the interest payable on that debt are significantly reduced. In addition to this, staff costs were reduced through improved efficiency reduced absence rates. Waste Disposal costs increased significantly in 2012/13 as a result of the establishment of a 'Capital from Current Revenue' account to finance future development in our waste infrastructure. In addition, landfill tax rates have increased by £8 per tonne, landfilling capping costs at Ness Landfill increased significantly to £3.5 million and contract related Retail Price Index (RPI) costs increased by 4%. The increase in cost was also influenced by a reduction in internal recharges from the commercial collection service as a result of a reassessment of commercial business waste tonnage. However, against these cost pressures, tonnage related costs for the treatment and disposal of waste reduced during the year following an increase in recycling and the overall tonnage collected.

| _atest value | Weight |
|-------------------|-----------------------------------|
| 37.3% (2012/13) | 50% |
| 238.53 (2012/13) | 25% |
| 2174.66 (2012/13) | 25% |
| | |
| | |
| | |
| 37 | 7.3% (2012/13) 38.53 (2012/13) |

Smarter Economy (Competitiveness)

The city is recognised as good place to invest, live, work and export from

The quality of life rating for the city, as well as the contribution Aberdeen makes to the UK and regional economies are performance indicators which emphasise the city as an important destination for inward migration and investment

| Performance Indicator | Latest value | Weight |
|--|------------------------|--------|
| Bank of Scotland Annual Quality of Life Rating – Top ten Scottish local authority areas (Aberdeen) Source: Bank of Scotland | 7 th (2012) | 50% |
| PWC / Demos Good Growth for Cities index (UK) (Aberdeen) | 2 nd (2013) | 50% |

Authority

Smarter Governance - Participation

Citizens feel they can influence their communities through engagement in the development, design and decision making of services

In January 2012, as a follow up to the 2009 social care client survey, the same questionnaire was sent to 500 customers (aged 65+) with a return rate of 59% (279 respondents) Of the 279 respondents, 242 (87%) feel that the services' they receive enable them to remain as independents as they would like, almost a 20% increase since 2009

There are 44,000 volunteers in Aberdeen City. This equates to approximately 3.7 million volunteer hours every year. The economic impact of this for the city is £57 million per annum. This figure is based on numbers of people involved in 'formal volunteering' that is, with an organisation. The measure does not include the many 'informal' ways people volunteer and provide help in their community with aspects such as clearing snow for a neighbour, keeping a look out, getting shopping for an older neighbour etc.

Currently we have 47 Tenant Participation groups throughout the city. Of these, 29.8% (14) are Registered Tenant Organisations (RTO), which are independent groups with their own constitutions and committees. These groups have a statutory right to be kept abreast of all important decisions relating to the Housing service. We have set a target of 35% of groups becoming RTOs and we will continue to review this target along with other related targets in the future. We are determined to continue our good work in tenant involvement and we will continue to engage with tenants on all levels to give them the opportunity to contribute and influence all decisions relating to their tenancy and living conditions.

| Performance Indicator | Latest value | Weight |
|---|------------------|--------|
| % of social care clients agreeing that they have support that is responsive, flexible & promotes choice and control over how support is organised and delivered | 87.0% (2011/12) | 20% |
| % electors voting in local council elections (2011) | 34.0% (2011) | 20% |
| % of adults giving up time to volunteer in the last 12 months Source – Scottish Household Survey/National Records for Scotland (Census 2011) | 23.18% (2009/10) | 20% |

| % of adults agreeing that they can influence decisions affecting their local area Source – Scottish Household Survey | 21.0% (2009/10) | 20% |
|---|------------------|-----|
| The number of Tenant Groups | 47 (Oct 2013) | 10% |
| % of Tenant Groups that are Registered (RTO) | 29.8% (Oct 2013) | 10% |

Societal Outcomes

Smarter Living - Quality of Life

All our citizens have enhanced physical and emotional wellbeing

Life expectancy at birth for males in Aberdeen rose to 76.3 years in the 2008-2010 period, slightly higher than the Scottish average of 75.8. For females, Aberdeen's figure rose to 80.9, again slightly higher than the Scottish average of 80.4. National Records of Scotland have proposed that publication of life expectancy data should move to a two-year cycle. That would mean the next set of data is expected in late-2013.

The Council Travel plan indicators seek to inform how we as a corporate entity are performing in terms of reducing our need to travel, and where that is necessary, to facilitate such travel in appropriately sustainable ways. This also extends to encouraging staff to travel to work as sustainably as they can.

Falling levels of walking and cycling are disappointing, but seem to be reflected throughout Scotland, and Aberdeen still maintains the highest walk to school rate of all local authorities. 2012 also saw the highest percentage of primary school pupils cycling since the survey began. Recent years have also seen an increase in popularity in pupils scooting to school (2% in 2012). This is now recognised as a valid active travel mode too. Officers within Transportation continue to seek to work with schools to encourage as many children as possible to undertake green and healthy journeys.

Overall the level of engagement through cultural and physical activity programmes supported by the Council has increased by over 4.2% on 2011/12 with growth in both attendances at sports premises and participation in activity programmes and the development of cultural participations/attendances linked to involvement in one-off programmes (e.g. Olympic Torch relay). The data covering usages of sports and cultural facilities per thousand of population in 2012/13, by means of example, equates to a combined figure of 4.9m visits with 2.2m recorded visits to the former (largely operated by ALEO's, Sport Aberdeen, Aberdeen Sports Village and Garthdee Alpine Sports) and just under 2.7m visits to /usages of cultural venues and services that encompass the Council's Museums and Galleries and Library Services, along with venues operated on the Council's behalf by Aberdeen Performing Arts.

| Performance Indicator | Latest value | Weight |
|---|------------------|--------|
| Self-assessed health – Rated good to very good Source: National Records for Scotland (Census 2011) | 85.7% (2011) | 5% |
| % of social care clients agreeing that they have support that is responsive, flexible & promotes choice and control over how support is organised and delivered | 87.0% (2011/12) | 10% |
| Life expectancy at birth – Male | 76.3 (2010/11) | 10% |
| Life expectancy at birth – Female | 80.9 (2010/11) | 10% |
| Number of visits to / usages of Council funded or part-funded indoor and outdoor sports facilities per 1000 population | 10,116 (2012/13) | 5% |

| Number of visits to / usages of Council funded or part-funded cultural facilities per 1000 population | 10,004 (2012/13) | 5% |
|---|-------------------|-----|
| Number of participants in Council funded or part-funded cultural participation / learning programmes | 50,657 (2012/13) | 15% |
| Number of participants involved in Council funded or part-funded physical activity programmes | 139,347 (2012/13) | 15% |
| % of evaluations linked to How Good is our Culture and Sport framework at level 3 or above | 100% | 10% |
| Salary Sacrifice - number of staff joining bus scheme | 168 (2012/13) | 5% |
| Salary Sacrifice - number of staff joining cycle scheme | 60 (2012/13) | 5% |
| Numbers and percentage of children walking or cycling to school | 61.0% (2012/13) | 5% |

Negative outcomes of transportation are minimized (casualties from accidents; air pollution; noise pollution; built environment)

There are several roads schemes being promoted by the North East of Scotland Transport Partnership (NESTRANS)/Aberdeen City Council which it is hoped will help alleviate driver journey delays due to congestion. For example, Aberdeen Western Peripheral Route, 3rd Don Crossing, Bridge of Dee replacement/extra crossing, Berryden, A96 Link Road, etc. As well as this, consideration is being given to expanding the use of intelligent transport systems (ITS) and traffic management measures which improve traffic flows and reduce congestion at peak times. Consideration may also be given to a high occupancy vehicle lane on the Stonehaven road after the Aberdeen Western Peripheral Route is built.

We are expanding the influence of Split Cycle Offset Optimisation Technique (SCOOT) where appropriate within the noted road improvement schemes to support the efficient use of the road network and the aspiration will be to link this through a common data base to the Variable Message System, Journey Time Monitoring and Bus Priority that may also be introduced in conjunction with the proposed works.

Disappointingly, the frequency of public transport usage in Aberdeen has declined significantly since 2009/10 to 45.4% in 2012. The Council continues to encourage this mode of travel as part of our Local Transport Strategy and through individual initiatives such as salary sacrifice scheme for employees. The mode share of adults undertaking active travel to work has remained static.

Monitored pollutants in Union Street - , levels of nitrogen dioxide (NO2) and fine particles (PM10) are continually monitored across Aberdeen and compared with national and EU objective levels. These pollutants are known to be harmful to the health of individuals who already suffer from breathing and heart problems. The City Centre, along Wellington Rd (between Queen Elizabeth II Bridge and Balnagask Road) and the Anderson Drive/Haudagain roundabout/Auchmill Road corridor have been designated Air Quality Action Areas. We have published an Air Quality Action Plan which details measures to improve air quality. These include:-

- encouraging less dependency on the car by increased walking, cycling and bus usage
- reducing emissions through the uptake of cleaner vehicles
- road infrastructure measures such as the Western Peripheral Route
- traffic management such as improved signalling systems and to reduce congestion
- the potential for a City Centre Low Emission Zone (where the most polluting vehicles are restricted, deferred or discouraged from entering a designated area)
- greater awareness of air quality issues.

Our Road safety plan vision and objectives are to improve road safety within Aberdeen City in order to significantly reduce the levels of people being killed and seriously injured, and the associated pain and suffering. The vision is underpinned by the following series of objectives;

1. To continue to work with partners to deliver a strong road safety message

- 2. Be intelligence-led
- 3. Facilitate and promote engagement with local communities to promote the road safety message
- 4. Maximise the use of innovative technologies which contribute to enhanced road safety
- 5. Seek to lead by example in road safety practices and draw upon examples of best practice from elsewhere and,
- 6. Use the media to disseminate the road safety message to the people of Aberdeen.

To realise the vision, deliver the objectives and contribute to the national road safety targets, the Council will seek to implement specific actions within the road safety pillars of Education, Engineering, Enforcement and, Encouragement; commonly referred to as the Four 'E's.

| Performance Indicator | Latest value | Weight |
|---|--------------------|--------|
| % of driver journeys delayed due to congestion Source: NESTRANS | 18% (2009/10) | 20% |
| C02 emissions from road transport (tonnes of CO2 per capita) Source: NESTRANS | 1.4 (2011) | 20% |
| Atmospheric concentration of monitored pollutants in Union Street | 53 NO2 and 21 PM10 | 20% |
| Frequency of public transport usage | 45.4% (2012) | 10% |
| Mode share of adults undertaking active travel to work | 23.5% (2012) | 10% |
| The number of road accident fatalities and serious injuries | 117 (2012) | 20% |

Aberdeen is a fair and equal city

There has been a reduction in all categories of prejudice incidents over the last three years. The reduction in hate crime figures, irrespective of any change in measuring criteria, is very gratifying as Aberdeen has been amongst the most popular areas in Scotland for inward migration, especially for citizens from Poland, Lithuania and Nigeria. This is broadly in line with the profile for the majority of hate crime reported within Aberdeen. In terms of hotspot areas, as many people from Africa currently work within the licensing industry in the city centre a significant number of incidents tend to occur within licensed premises during weekend evenings.

We have set an outcome within our Human Resources Service to 'have a workforce within the Council that reflects the community we serve'. This is in relation to the various statutory protected characteristics groups, including disability and age. As a local authority we regard it as important that our workforce reflects the profile of the population we are providing public services to and it is essential that there is equality of opportunity for all job applicants and employees regardless of protected characteristic group. We produce an annual diversity and equality monitoring report containing information on the workforce in relation to the protected characteristics. This will be compared against the profile of the population in the City, using the 2011 Census figures, to indicate progress being made in relation to working towards this Equality Outcome, with the previous years' figures also compared.

The Housing Benefit Caseload figures measure the number of people in receipt of Housing Benefit, both Council Tenants and those in the Private Rented Sector. These figures can fluctuate from month to month as people's circumstances change, for example, coming on or off benefit or finding employment. These figures are important to enable the Council to effectively administer the Housing Benefit Scheme.

There was a reduction in datazones in the worst 0-15% in the Income Domain of the Scottish Index of Multiple Deprivation (SIMD) from 22 in 2006 to 18 in 2009. The

population of the city has increased during this period which is reflected in an increase in overall population for people living in the 0-15% datazones. The number of Aberdeen datazones in the most deprived 15% fell further, to 12, in SIMD 2012. The population living in the datazones fell to 9,306. Next update to the Income domain is due in late 2013.

The Employment Deprivation Domain in the Scottish Index of Multiple Deprivation (SIMD) 2009 index identified 24 datazones in the city in the worst 0-15% category. In 2011 this domain was updated and identified that there had been a reduction from 24 to 14 datazones in the worst 0-15% category with the total population living in these datazones reduced from 16,725 to 11,235. The number of Aberdeen datazones in the most deprived 15% remained at 14 in SIMD 2012. However, the population living in the datazones fell to 10,511. Next update to the Employment domain is due in late 2013.

There was a slight increase in the Health domain between Scottish Index of Multiple Deprivation (SIMD) 2006 and SIMD 2009, up from 43 to 44 datazones. The increase in population living in these most deprived datazones reflects the overall increase in the in the City's population during this period. The number of Aberdeen datazones in the most deprived 15% increased further, to 48, in SIMD 2012. The population living in the datazones increased to to 38,869. Next update to the Health domain will probably be in late 2015.

There was a significant increase in the number of deprived datazones in the Education, Skills & Training domain of the Scottish Index of Multiple Deprivation (SIMD) between 2006 and 2009, up from 28 to 40. This was mainly due to the indicator that measures pupil performance on SQA at stage 2. The overall increase in city population was also a factor contributing to the increased figure for people living in the most deprived datazones. The number of Aberdeen datazones in the most deprived 15% fell, to 34, in SIMD 2012. The population living in the datazones fell to 25,833. Next update to this domain is due in late 2015.

| Performance Indicator | Latest value | Weight |
|--|---------------------|--------|
| % who feel there is equality of opportunity for all citizens in Aberdeen (to be sourced from City Voice survey) | In development | 20% |
| % of prejudice incidents recorded per 1,000 population Source: Police Scotland | 0.6% (2013) | 20% |
| Proportion of the Council's workforce relative to the Equalities and Diversity profile of the city: Age Source: Aberdeen City Council/National Records for Scotland (Census 2011) | In development | 10% |
| Proportion of the Council's workforce aged 16-24 relative to the Equalities and Diversity profile of the city: Disability / Long term health issue Source: Aberdeen City Council/National Records for Scotland (Census 2011) | In development | 10% |
| No of Council Tax Reduction Recipients | 14,366 (Q2 2013/14) | 10% |
| Housing Benefit caseload | 14,375 (Q2 2013/14) | 10% |
| People living in the 0-15% most deprived domain data zones in Scotland for income | 9306 (2011/12) | 5% |
| People living in the 0-15% most deprived domain data zones in Scotland for employment | 10,511 (2011/12) | 5% |
| People living in the 0-15% most deprived domain data zones in Scotland for health | 38,869 (2011/12) | 5% |
| People living in the 0-15% most deprived domain data zones in Scotland for education, skills and training | 25,833 (2011/12) | 5% |

Smarter People - Social and Human Capital

Our citizens are empowered to develop the knowledge, skills and attributes which allow them to fulfil their potential, contribute to the economic, social & cultural wellbeing of our communities & meet the changing demands of the 21st century

There are many local and national organisations involved in supporting the skills agenda. At the Council, we are involved in addressing both the short term and long term issues. The short term support is focused on helping businesses to recruit and retain staff. For example, we produce a biennial sector skills audit, helping companies to attend recruitment fairs, promoting the City as a great place to invest or live in, while the longer term effort focuses on encouraging children and young people to study the STEM (science, technology, engineering and maths) subjects and to consider future careers in the energy industry, for example.

The employment rate of 77.9% for 2011/12 compares very favourably to the Scottish employment rate in 2012, which was 69.4% (Source: Labour Force Survey, Office of National Statistics (ONS). Over the last six years the rate has hovered in the 75%-79% range and remained stable during the economic crisis that started in 2007/08. In addition to being a major local employer itself, the City Council provides individuals, community organisations and businesses with a range of employment support initiatives.

Initial outcomes relating to adult learning indicators are presently being developed as part of the Community Learning and Library Audit programme and will be available from early 2014. The data offered in respect of the % of population with low or no qualifications is derived from the Scotland's Census 2B release published in November 2013.

| Performance Indicator | Latest value | Weight |
|--|-----------------|--------|
| Number of adults participating in opportunities through community-based adult learning (including partner provision) | In development | 20% |
| Positive evaluation of outcomes of adult learning opportunities | In development | 20% |
| % of working age population with low or no qualifications | 20.1% (2011/12) | 20% |
| Skills gap - survey of businesses | In development | 20% |
| Employment Rate | 77.9% (2011/12) | 20% |

Smarter Environment - Natural Resources

The city has a clean, safe and attractive streetscape

Aberdeen Community Safety Partnership delivers a wide range of services and interventions to maintain safety in our communities. This includes high visibility city warden and police patrols seeking to provide reassurance in communities and deter community safety problems. We use environmental improvements such as enhanced street lighting and CCTV to help keep people safe. The partnership routinely analyses community safety indicators and prioritises resources to deal with areas with recurring incidents. Since November 2012 the Anti-Social Behaviour Investigation Team (ASBIT) received a total of 1900 calls. Of these, 1180 (61.0%) were attended. A significant number of these, 1136 or 96.27% of the calls received, were attended within one hour.

Our Cleanliness Index for the year 2012/13 was 69, a three point decrease on our 2011/12 performance. Overall, our performance has been consistent in recent years and

has constantly achieved a higher score than 67 which is seen as the acceptable cleanliness standard. The average cleanliness index for all Scottish councils in 2012/13 was 75. We continue to be more proactive in our monitoring and reporting of cleanliness issues. Our planned monitoring programmes have highlighted litter 'hot spots' which has allowed us to target resources and this has led to improved cleanliness in these areas. We also continue to manage the programming of mechanical street sweeping resources to deliver the best possible service. In 2011/12 mechanical sweeping programmes were reviewed and developed to be more localised. This has led to streets being mechanically swept more frequently. Our efforts at tackling 'hot spots' more often has led to an increased level of cleanliness enforcement and City Wardens operating a 'zero tolerance' approach to litter enforcement. This has come on the back of a big media campaign aimed at making people aware of litter to help in our efforts to keep our streets clean.

| Performance Indicator | Latest value | Weight |
|---|------------------|--------|
| % of adults stating they feel 'very safe' or 'fairly safe' when walking alone in their local neighbourhood after dark Source: Scottish Household Survey | 69.0% (2009/10) | 20% |
| Number of anti-social behaviour calls attended in the year | 880 (Nov 2013) | 15% |
| % of anti-social behaviour calls attended within one hour | 94.3% (Nov 2013) | 15% |
| The cleanliness index achieved following inspection | 69 (2012/13) | 50% |

The city has accessible, well used green space in our streets, parks and countryside

Aberdeen City Council has a council wide open space strategy which provides details on the open/green spaces across the city. The strategy sets out our strategic vision, aims and objectives for open spaces in Aberdeen. Aberdeen has many high quality, well used public parks and open spaces, which are highly valued by our citizens as important community resources. The Strategy revolves around four themes i.e. people, health, the economy and the environment.

Aberdeen City Council annually publishes a record of vacant and derelict land within the local authority area. This provides a map and details of each site, and is an important source of information on redevelopment opportunities for would-be developers. We also use this record as a basis for the annual Brownfield Capacity Study, which estimates how many housing units could be accommodated on brownfield sites in the city. Some of these may also be identified as Opportunity Sites within the Local Development Plan, giving them a secure planning status as being desirable for appropriate redevelopment.

| Performance Indicator | Latest value | Weight |
|---|----------------|--------|
| Publicly accessible Green Space as a percentage of Urban Area Source: Greenspace Scotland | 29% (2011) | 50% |
| % of Local Authority Derelict Land Source: Scottish Government | 0.1% (2012/13) | 50% |

Smarter Economy - Competitiveness

The city is recognised as good place to invest, live, work and export from

The figures for business survival reflect the most critical period in the economic crisis, though Aberdeen fared considerably better than other UK cities during this period, thanks in the main to the resilience of the energy industry and a relatively high and consistent oil price.

Aberdeen's GVA per head has increased in excess of 10% over the period 2009/2011. The figures correlate to a rebound in oil and gas activity in the UKCS, a reaction to changes in the fiscal regime. The figures underline the importance of the energy sector to Aberdeen's prosperity. The figures on Business Expenditure on Research and Development for the region are 25% ahead of the Scottish average and rebounding strongly from a dip in 2010. The figure is some 38% below the UK average suggesting a potential for a focus on action at a local level to address this gap.

The Council's current apprenticeship scheme has now been running for four years and we take on between 18 and 20 apprentices per year. We normally take on apprentices either on 1 June or 1 July but sometimes we also take on in January and February, depending on numbers. All of our apprentices have to sit a selection test run by the various training bodies. They need to pass this test in order to gain entry to any of the colleges we use. Of the apprentices we take on we are pleased to say that we retain on average, between 90% and 95% on completion of their apprenticeship. Throughout the last 4 years we have seen awards won both as a Council and by individual apprentices, including 'Scottish Apprentice of the Year.' We have also been finalists in the 'UK Apprentice of the Year' award three times. We recently enjoyed further success when one of our apprentices won the Outstanding Personal Achievement Scotland Award, organised by the Construction Industry Training Board (CITB). Aberdeen City Council was highly commended in the Apprentice Employer of the Year category.

The Centre for Cities rated Aberdeen's business start-up rate (55.1 start-ups per 10,000 population) in 2nd place out of 64 UK cities in 2011.

This is slightly higher than the Scottish average reported by National Online Manpower Information System (NOMIS) of 77% and may reflect the tight labour market and consequent low unemployment figures in Aberdeen. In general, the Pricewaterhouse Coopers (PWC) Good Growth for Cities (November 2012) report rated Aberdeen 3rd top UK city for economic wellbeing (based on employment, health and income factors). Most recently, our position has improved to 2nd place in the index.

In February 2012 the National Records of Scotland published their projection for the population of Aberdeen City over the next 25 years. The projection sees the population growing by 54,585, 25%. Our task is to take account of this predicted change in the planning and delivery of our services. From the Census which was conducted in 2011, Aberdeen is recorded as having a population of 222,793. However the city's population is projected to increase to an estimated figure of 241,391 by 2020. It is believed the projected increase may be as a result of 75% migration and 25% stemming from natural change i.e. number of births less the number of deaths.

| Performance Indicator | Latest value | Weight |
|---|------------------|--------|
| Gross Value Added (economic contribution of the city) Source: Aberdeen City Council/ACSEF | 20,511 (2012/13) | 10% |

| Business survival rate Source: Office for National Statistics licensed under the Open Government License v.1.0. | 83.1% | (2009/10) | 10% |
|---|-----------------|-----------|-----|
| Numbers of new jobs / apprenticeships created | 62 | (2012/13) | 20% |
| Business Expenditure on Research & Development as a % of Gross Value Added Source: Aberdeen City Council/ACSEF | 0.7% | (2012/13) | 10% |
| Retention rate of graduates from region's Higher Education institutions gaining employment in the city Source: Higher Education Statistics Agency (HESA) | 43.4% | (2011/12) | 10% |
| Net number and rate of new businesses formed within the City | 450 | (2011/12) | 10% |
| Economic activity rate | 80.8% | (2011/12) | 10% |
| Population for Aberdeen City - Mid Year Estimate | 220,420 | (2013) | 10% |
| PWC / Demos Good Growth for Cities index (UK) (Aberdeen) | 2 nd | (2013) | 10% |

Citizens have access to affordable housing in both the social rented and private sectors

The target set for affordable housing provision identified in the current Local Housing Strategy 2012-17 (LHS) is 415 units per annum for the next ten years (beginning 2012) based on the Housing Needs and Demand Assessment 2011 findings. Currently we are working on the LHS Annual Update Report and figures in this report show that in 2011/12 there were 204 affordable housing units provided in the City and in 2012/13 there were 157 units provided. It is expected that the number will increase over the lifetime of the LHS as new housing development sites come on-stream through the current Local Development Plan.

| Performance Indicator | Latest value | Weight |
|----------------------------------|---------------|--------|
| No of affordable homes developed | 157 (2012/13) | 100% |

Smarter Mobility - Transport and ICT

The city has effective transportation links from the city to the UK and the rest of the world

The quality of our transport network has a direct bearing on the local economy. We are working with our partners to implement the Local Transport Strategy and support the delivery of the Regional Transport Strategy through a range of projects. Whilst the Council's authority relates mainly to the management and maintenance of the local road network, including local cycle ways and paths, we have a strong role to play in influencing, supporting and encouraging other partners and agencies in the delivery of a whole range of transportation infrastructure and service improvements, including but not restricted to Aberdeenshire Council, NESTRANS (The North East of Scotland Transport Partnership), Scotlish Government and Transport Scotland, bus and rail operators and developers.

| Performance Indicator | Latest valu | е | Weight |
|---|-------------|------------|--------|
| The number of scheduled destinations served direct from Aberdeen Airport Source: NESTRANS | 33 | (Nov 2013) | 20% |
| Number of passengers through Aberdeen Airport Source: Aberdeen City Council/ACSEF | 3,361,171 | (2012/13) | 20% |

| Number of countries with shipping services from North East ports Source: NESTRANS | 47 (2012/13) | 20% | |
|---|---------------------|-----|--|
| The volume of goods through Aberdeen's port (tonnes) Source: NESTRANS | 5.14 million (2012) | 10% | |
| Number of ferry services from north east ports (journeys per week) Source: NESTRANS | 11 (2013) | 10% | |
| Number of passengers per year Aberdeen station Source: NESTRANS | 3,170,226 (2011/12) | 10% | |
| Number of coach services per week from the north east direct to key locations Source: NESTRANS | 417 (2013) | 10% | |

The city is digitally connected to ensure equal opportunity of access to services for all people and to support business development

We are working in partnership with Aberdeenshire Council to commit £2million each to ensuring ultrafast broadband can be delivered in the city and the surrounding area, with a further £5.58million being contributed by the Department for Culture, Media and Sport, as well as multi-million pound private sector investment. Broadband speeds will be hugely improved in the north-east, the acceleration of 4G wireless and wi-fi coverage. The project will help to secure existing jobs, create new employment, accelerate economic growth and increase investment. As well as this, ultrafast broadband will support delivery of education services and assist in more effective service delivery to our customers and citizens in the social care and housing repairs functions.

There was a marginal reduction (-6.8%) in the number of users accessing digital connectivity networks over the course of 2012/13 as a result of technical issues linked to the capacity for recording visit numbers arising from revised Council 'cookie' protocols introduced in early 2012. These have been resolved in full and present indications are that the outcomes for 2013/14 will be significantly positive in comparison with both 2011/12 and 2012/13.

| Performance Indicator | Latest value | Weighting |
|--|---------------|-----------|
| renormance indicator | Latest value | Weighting |
| City households with access to superfast broadband | Not available | 80% |
| Number of times that PC terminals in Library Learning Centres and Learning Access Points are used per 1000 population. | 871 | 20% |

For further information on the data sourced externally to aid with the production of these statistics, please see links listed below:-

Department of Energy & Climate Change (DECC) - www.gov.uk/government/publications/local-authority-emissions-estimates
Bank of Scotland - http://www.lloydsbankinggroup.com/media1/press_releases/2012 press_release_brands/bos/2212 QOL.asp
Scottish Household Survey - http://www.scotland.gov.uk/Topics/Statistics/16002/LATables2009-2010
National Records for Scotland (Census) - http://www.gro-scotland.gov.uk/census/index.html

Greenspace Scotland - http://www.greenspacescotland.org.uk/state-of-scotlands-greenspace.aspx Scottish Government - http://www.greenspacescotland.org.uk/state-of-scotlands-greenspace.aspx Scottish Government - http://www.scotland.gov.uk/Publications/2013/01/2295

ACSEF - http://www.acsef.co.uk/key statistics /earnings and gva/

Office for National Statistics - http://www.ons.gov.uk/ons/publications/re-reference-tables.html?edition=tcm%3A77-283124

Higher Education Statistics Agency (HESA) - http://www.hesa.ac.uk/

NESTRANS - http://www.nestrans.org.uk/rts-monitoring-report.html

Agenda Item 6(g)

ABERDEEN CITY COUNCIL

COMMITTEE Council

DATE 18 December 2013

DIRECTOR Angela Scott

TITLE OF REPORT Reorganisation of Aberdeen City Council Charitable Trusts

REPORT NUMBER: CG/13/130

PURPOSE OF REPORT

The purpose of this report is to put forward further proposals for the reorganisation of the charitable trusts managed by the Council. The aim is to:-

- a) Minimise the administrative burden and cost to the Council;
- b) Maximise the income available for charitable purposes; and
- c) Comply with the requirements of the Office of the Scottish Charities Regulator (OSCR).

2. RECOMMENDATION(S)

It is recommended that the Council:-

a) Approves the proposed second tranche of the reorganisation of the Charitable Trusts as outlined in the report and at Appendix A;

FINANCIAL IMPLICATIONS

There are no implications for the Council's financial position. All financial implications for the charitable trusts are dealt with in section five of the report and are intended to maximise the income available for charitable purposes.

4. OTHER IMPLICATIONS

The reorganisation of the charitable trusts secures the continuation of the trust's funds for their original charitable purposes.

5. BACKGROUND/MAIN ISSUES

Background - Aberdeen City Council Charitable Trusts

The Council administers 52 Charitable Trusts with a total capital value at 31 March 2013 of £8M. The Council, at its meeting on 21st August 2013 agreed to reorganise 41 charitable trusts largely by transfer of trust funds to another registered charity with the same charitable purpose or in a number of cases to remove the trust from the register of charities as the trust had no longer any funds.

- 5.2 All aspects of the reorganisation covered by that report are progressing as anticipated. Of the 41 charitable trusts proposed for reorganisation:
 - 1 is now removed from the Register of Scottish Charities;
 - 1 is currently on the OSCR website for consultation ending 24 November;
 - 24 are approved by OSCR pending audit of the 2012/13 accounts to finalise the amount to be transferred to recipient charities;
 - 6 applications are pending approval by OSCR; and
 - 9 are pending the approval of the revised constitution for Aberdeen Art Gallery trusts.
- 5.3 Further to the first tranche of trust reorganisations, one of the remaining trusts the Aberdeen City Council Charitable Trusts, SCO25063 has been identified as a holding charitable trust for a number of separate trusts. On examination, funds within this trust could be better applied to their charitable purposes if they were also transferred to another charity with the same charitable purpose.
- 5.4 A further reorganisation would support the OSCR principles that historic trusts should, where possible maximise the income available for charitable purposes and reduce overheads. Ideally, funds would be incorporated into trusts that are pro-actively supporting current activities for equivalent relevant charitable purposes.
- 5.5 Council officers have been working with the officers of OSCR resulting in the attached proposal. This process has in part been advised by OSCR's experience of similar reorganisations with trusts of other Scottish Local Authorities.
- 5.6 If approved, the reorganisation would proceed on a phased basis over the next year. Relevant documentation would require submission and approval for each trust and would be subject to their consultation process. OSCR has requested that we stagger the restructuring exercise to meet their resource capabilities. Details of the relevant Trusts and how they would be treated are given in Appendix A, and it is proposed that they be dealt with in the following manner subject to approval by OSCR and the agreement from recipient organisations to accept the transfer of available funds and conditions after the payment of outstanding governance costs and agree use of the funds as approved in the transfer proposal:-

5.7 Phase 1 –Burgesses and their families

There are 14 trusts related to Aged Burgesses or their family in need of financial assistance with funds totalling £130K. It is proposed they transfer their remaining funds into one existing charitable trust — City of Aberdeen Guildry and Mortification Funds, SC018575, which already has a scheme for the same purpose and is also administered by Aberdeen City Council as further detailed in Appendix A.

5.9 Phase 2 – Poverty/Health Related Charities

There are 12 trusts with poverty/health related purposes with funds totalling £250K. It is proposed to transfer the funds to Instant Neighbour £58K, Aberdeen Cyrenians £57K, VSA £56K and Grampian PC NHS Trust Endowment Fund £77K. The funds would be ring fenced to poverty/health related activities as detailed in Appendix A.

5.10 Phase 3 – Various charitable purposes

There are 3 trusts with more unique charitable purposes and funds sufficient to transfer where the review has sought to find an existing charitable organisation which OSCR agrees has aims compatible with the original aims of the trusts. The intention would be that the funds transfer to these organisations for charitable purposes in line with the spirit of the original constitution, having regard to changes in social and economic conditions as detailed in Appendix A.

Proposals and Actions

- 5.11 Approve the proposed reorganisation of trusts administered by the Council as outlined in the report and at Appendix A.
- 6. IMPACT

It is essential that the Trusts are managed efficiently so that they continue to support the purposes for which they were established.

7. BACKGROUND PAPERS

None.

8. REPORT AUTHOR DETAILS

Carol Smith - Finance Operations Manager (34) 6378 Email <u>carosmith@aberdeencity.gov.uk</u>

James Hashmi - Team Leader Reporting & Monitoring (34) 6400 Email jhashmi@aberdeencity.gov.uk

Appendix A

TRUST NAME PURPOSE

FUND AS AT PROPOSE TRANSFER TO 31 MARCH 2013

PHASE 1 Propose transfer of trust funds to Aberdeen City Council Guildry & Mortifications Funds SCO11857

William Stevenson Mortification Decayed Burgess of guild
Alexander Calder Four Oldest Burgess of Guild

Alexander Calder (Widows of Burgesses)- Four Oldest Widow

Mrs Isabella Stevenson Mortification for benefit of widows of Burgess of Guild in necessitous circumstances.

Alexander Thomson. Decayed Burgesses and their Families
John Turner Decayed Burgesses or their widows
James Milne Widows and Daughters of Burgesses

Miss Louisa Stevenson Mortification for spinster daughters of Burgess of Guild in necessitous circumstances

George Gray Decayed Burgess

Robert Cruickshank Decayed Burgess of Guild his wife and children

Baillie Cuming Widow of Decayed Burgess of Guild
John Nicol (& Helen Wilson) Families of Decayed Burgesses
Mrs Wilde Single Women, Daughters of Burgesses
Lady Drum Widows of Burgesses and Aged Virgins

Subtotal Phase 1 132,601

PHASE 2 Propose transfer Poverty/Health Related Charities listed below.

Lady Drum Widows of Burgesses and Aged Virgins

Christian Gordon Indigent Gentlewomen

George Taylor. Aged and Indigent Men a preference being given to Traders or Master Tradesmen

William Jackson Help for poor, respectable widows in bringing up their children,

James Watt. Poor of Old Aberdeen Mary Morgan Poor of Woodside.

Misses Playfair Unmarried women, Natives of St Nicholas Parish

John Gall Poor Families -

John Burnett (Inoculation) Relief of Poor, medical attention for poor

John Burnett Pauper Lunatics Pauper Lunatics
Catherine Bow Pauper Lunatics

Joseph Tennant Medically certified persons as fit for Morningfield Hospital

Subtotal Phase 2 247,361

7,500 50 % share to Instant Neighbour SCO02223

5,872 Instant Neighbour SCO02223

9,332 Aberdeen Cyrenians SCO14849

2,144 Aberdeen Cyrenians SCO14849

828 Aberdeen Cyrenians SCO14849

9,218 VSA -Aberdeen Association of Social Services SCO12950

20,005 Aberdeen City Council Guildry & Mortifications Funds SCO11857

21,000 Aberdeen City Council Guildry & Mortifications Funds SCO11857

19,000 Aberdeen City Council Guildry & Mortifications Funds SCO11857

17,000 Aberdeen City Council Guildry & Mortifications Funds SCO11857

14,000 Aberdeen City Council Guildry & Mortifications Funds SCO11857

13,000 Aberdeen City Council Guildry & Mortifications Funds SCO11857

5,872 Aberdeen City Council Guildry & Mortifications Funds SCO11857

5,000 Aberdeen City Council Guildry & Mortifications Funds SCO11857

3,527 Aberdeen City Council Guildry & Mortifications Funds SCO11857

2,000 Aberdeen City Council Guildry & Mortifications Funds SCO11857

1,901 Aberdeen City Council Guildry & Mortifications Funds SCO11857

2,200 Aberdeen City Council Guildry & Mortifications Funds SCO11857

596 Aberdeen City Council Guildry & Mortifications Funds SCO11857

7,500 50% of Aberdeen City Council Guildry & Mortifications Funds SCO11857

1,300 VSA -Aberdeen Association of Social Services SCO12950

846 VSA -Aberdeen Association of Social Services SCO12950

133,000 Poverty Related Distribution - equally between

Aberdeen Cyrenians SCO14849
Instant Neighbour SCO02223

VSA -Aberdeen Association of Social Services SCO12950

74,000 Grampian PC NHS Trust Endowment Fund SCO17296

544 Grampian PC NHS Trust Endowment Fund SCO17296

2,777 Grampian PC NHS Trust Endowment Fund SCO17296

TRUST NAME PURPOSE FUND AS AT PROPOSE TRANSFER TO 31 MARCH 2013

34,600 Bridge of Don Fund SCO18551

3,100 Aberdeen Street Pastors SCO41984

820 Aberdeen University SCO13683

PHASE 3 Various charitable purposes - propose transfer to charities listed below

Bridge of Dee Fund - SCO21297 Maintenance and rebuilding of bridge over River Dee

Admiral Duff Scripture Readers

Sir Thomas Crombie Principal and 4 Teaching Professors of Marishal College .

Subtotal Phase 3 38,520

TOTAL <u>418,482</u>

NOTE The amounts indicated above are trust funds per 31 March 2013. Governance costs prior to the removal of the trust from the Register of Scottish Charities will be deducted before surplus trust funds are passed to a recipient charitable trust.

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Agenda Item 6(h)

ABERDEEN CITY COUNCIL

COMMITTEE Council

DATE 18th December 2013

DIRECTOR Angela Scott

TITLE OF REPORT Aberdeen City Council Charitable Trusts – Annual Report 2012/13

REPORT NUMBER: CG/13/132

PURPOSE OF REPORT

In order to comply with the requirements of the Office of Scottish Charities Register (OSCR), it is necessary to present a Trustees' Annual Report and Accounts relating to the charitable trusts administered by Aberdeen City Council to Council for approval.

This report requests that the Council approve the Annual Report and Accounts for the charitable trusts administered by Aberdeen City Council.

2. RECOMMENDATION(S)

It is recommended that the Committee approves the following information outlined for submission to OSCR:-

- (a) Trustees' Report and Accounts in respect of the Lands of Torry as detailed in Appendix A.
- (b) Trustees' Report and Accounts in respect of the Lands of Skene as detailed in Appendix B.
- (c) Trustees' Report and Accounts in respect of the Education Endowment Investment Trust as detailed in Appendix C.
- (d) Trustees' Report and Accounts in respect of those trusts with income under £100,000 per annum, not included in recommendations (a) to (c), as detailed in Appendix D.

3. FINANCIAL IMPLICATIONS

All financial implications are dealt with in section five of the report.

4. OTHER IMPLICATIONS

Failure to comply with the requirements of OSCR could result in action being taken against the Council.

5. BACKGROUND/MAIN ISSUES

Background - Aberdeen City Council Charitable Trusts

- 5.1 The principal aims of the Office of Scottish Charities Register (OSCR) are to enhance public confidence in charities and increase transparency and public accountability. To achieve this, significant independently reviewed financial information is required to be provided by charities on an annual basis. In addition, strict rules apply regarding eligibility and the disposal of assets.
- 5.2 It should be noted that more detailed information and a separate Trustees Annual Report is required to be submitted in relation to the Lands of Torry as its gross annual income exceeds £100,000. Separate Annual Reports have also been prepared for Lands of Skene and the Education Endowment Investment Fund.

Proposals and Actions

5.3 It is proposed that the Committee approve the following information for submission to OSCR by Council officers. It should be noted that the financial information presented forms part of the Council's Statutory Accounts and as such was included in that audit.

In relation to fulfilling the reporting requirement of OSCR, for charitable trusts administered by the Council each Annual Report and Accounts must be subject to examination by an Independent Examiner, the Council appointed Henderson Loggie, Chartered Accountants to carry this out for: -

- (a) Lands of Torry refer to Appendix A.
- (b) Lands of Skene refer to Appendix B.
- (c) Education Endowment Investment Fund refer to Appendix C.
- (d) Other trusts with income under £100,000 per annum, not included in (a) to (c) refer to Appendix D.
- 6. IMPACT

It is essential that the Trusts are managed in such a way that they continue to support the aims within the community for which they were established.

- BACKGROUND PAPERS None.
- 8. REPORT AUTHOR DETAILS
 James Hashmi Team Leader Reporting & Monitoring
 (34)6400
 Email jhashmi@aberdeencity.gov.uk

Trustees Annual Report 2012/13–Lands of Torry Registered Charitable Number SC021299

This report relates to the Lands of Torry, a trust administered by Aberdeen City Council. It is a charitable trust with the registration number SC021299.

Reference and administration details

The principal address for all this trust is Aberdeen City Council, Town House, Broad Street, Aberdeen AB10 1AH.

The Secretary of this Trust is Jane MacEachran, Head of Legal & Democratic Services, Aberdeen City Council and the Treasurer is Steven Whyte, Acting Head of Finance, Aberdeen City Council.

The Trustees are the Councillors of Aberdeen City Council, and are as follows:-

Lord Provost George Adam (chairperson) Councillor Jenny Laing

Councillor Yvonne Allan Councillor Graeme Lawrence (appointed

Councillor Kirsty Blackman 3 May 2012

Councillor Marie Boulton Councillor Neil MacGregor (appointed 3

Councillor David Cameron (appointed 3 May May 2012)

2012) Councillor M. Tauqeer Malik (appointed 3 May 2012)

Councillor Scott Carle (appointed 3 May May 2012)

2012) Councillor Aileen Malone
Councillor Neil Cooney Councillor Andrew May

Councillor John Corall

Councillor Callum McCaig

Councillor Bill Cormie

Councillor Ramsay Milne (appointed 3

Councillor Barney Crockett May 2012)

Councillor Steve Delaney (appointed 3 May Councillor Jean Morrison MBE

2012) (appointed 3 May 2012)

Councillor Graham Dickson (appointed 3 May 2012) Councillor Nathan Morrison (appointed 3 May 2012)

Councillor Alan Donnelly Councillor Jim Noble

Councillor Jackie Dunbar Councillor John Reynolds

Councillor Lesley Dunbar (appointed 3 May Councillor Gill Samarai (appointed 3 May

2012)
Councillor Andrew Finlayson (appointed 3 Councillor Jennifer Stewart

May 2012) Councillor Sandy Stuart (appointed 3

Councillor Fraser Forsyth (appointed 3 May May 2012)

Councillor Fraser Forsyth (appointed 3 May 2012)
2012) May 2012

2012) Councillor Angela Taylor (appointed 3 May 2012)

Councillor Ross Grant (appointed 3 May Councillor Ross Thomson (appointed 3

2012) May 2012)

Councillor Martin Greig Councillor Gordon Townson (appointed 3

Councillor Len Ironside CBE May 2012)

Councillor Muriel Jaffrey Councillor Willie Young
Councillor James Kiddie Councillor Ian Yuill

All Trustees have served for the whole of the financial year to 31 March 2013 except where indicated.

The following Trustees were in post until the local Elections at 3rd May 2012 at which point they resigned:-

Councillor Norman Collie Councillor Alan Milne Councillor Irene Cormack Councillor George Penny Councillor Katherine Dean Councillor Richard Robertson Councillor Jim Farguharson Councillor Peter Stephen Councillor Neil Fletcher Councillor John Stewart Councillor James Kiddie Councillor Kevin Stewart Councillor James Hunter Councillor Wendy Stuart Councillor John West Councillor Gordon Leslie Councillor Mark McDonald Councillor Jillian Wisely

The Independent Examiners are Henderson Loggie, Chartered Accountants, 48 Queens Road, Aberdeen AB15 4YE

Structure, governance and management

The governing document is unavailable due to the venerable nature of the trust.

The trustees are elected in the course of the Local Authority elections and new members are supplied with training as part of their induction process.

The positions of Secretary and Treasurer are filled by professionally qualified officers of Aberdeen City Council.

Report of the trustees for the year ended 31 March 2013

The trustees submit their annual report and the financial statements for the year ended 31 March 2013. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2005 in preparing the annual report and financial statements of the charity.

Structure, Governance and Management

The Lands of Torry is administered by Aberdeen City Council's Corporate Governance Directorate with primary responsibility falling to the Corporate Governance accounting team. Trustees receive an annual report covering the activities of the trust.

Statement of the Trustees' Responsibilities in Respect of the Accounts

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in Scotland requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources of the charity for that period. In preparing the financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Trust will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charity Accounts (Scotland) Regulations 2006 (as amended), the Statement of Recommended Practice for Charity Accounts 2005 and the provisions of the constitution. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Risk Management

The Trustees have assessed the major risks to which the charity is exposed, in particular those relating to the finances and assets of the Trust, and are satisfied that systems are in place to mitigate exposure to those risks.

Objectives and Activities

The Lands of Torry goes back to at least 1704 when they were purchased on behalf of certain accounts.

The free revenue from the Lands of Torry is split between the following: Duncan Liddel's Mortification – Professor of Mathematics - 25% Duncan Liddel's Mortification – Library of College - 2% James Cargill's Mortification – Bursary Fund – 10% Patrick Coplands Mortification – Professor of Divinity – 12% Common Good Fund – 51%

In general the charity's activities are limited to the accrual of income from investments, which are remitted to appropriate organisations for further disbursement or use as appropriate.

The Governance Costs are allocated in proportion to the value of the sums invested with the Council.

Achievements and Performance

The charity's incoming resources were fully expended in the year in accordance with the objectives and activities outlined above.

Financial Review and Reserves Policy

The accounts for the year show gross expenditure and income of £128,638 (2012 - £136,736). The free revenue for the year amounted to £127,077 (2012 - £133,985 which is split over the five accounts listed above

As at 31 March 2013 the Trust's financial position shows reserves of £1,940,081 (2012 - £1,927,081) are held split between the five funds in proportion to the investments they have made.

| The Trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees on |
|--|
| |
| Trustee |

| STATEMENT OF FINANCIAL ACTIVITIES | | | |
|--|------|-----------|-----------|
| FOR THE YEAR ENDED 31 MARCH 2013 | | | |
| | | | |
| Charity name | | Lands o | f Torry |
| Charity number | | SC022 | 1299 |
| | | 2012/13 | 2011/12 |
| | | £ | £ |
| | Note | ~ | ~ |
| Incoming Resources | | | |
| Investment Income | 2 | 323 | 406 |
| Rent from Land & Buildings | | 128,315 | 136,330 |
| Total Incoming Resource | s | 128,638 | 136,736 |
| Resources expended | | | |
| Property maintenance | | - | 2,500 |
| Charitable Activities | | 127,077 | 133,985 |
| Governance Costs | | 1,561 | 251 |
| Total Resources expende | d | 128,638 | 136,736 |
| Net incoming/outgoing resources before transfers | | - | - |
| Other recognised gains/losses | | | |
| Gains/losses on investment assets | | 13,000 | 9,000 |
| Net movement in fund | s | 13,000 | 9,000 |
| Reconciliation of Funds | | | |
| Total funds brought forward | | 1,927,081 | 1,918,081 |
| Total Funds carried forwar | d | 1,940,081 | 1,927,081 |

| BALANCE SHEET AS AT 31 MARCH | | | | |
|---|------|-----------|-----------|--|
| Charity name | | Lands of | Torry | |
| Charity number | | | SC0221299 | |
| Chang hamber | | 2013 | 2012 | |
| | | £ | £ | |
| Fixed Assets | Note | | | |
| Tangible Assets | | 1,915,000 | 1,902,000 | |
| Total Fixed Assets | 3 | 1,915,000 | 1,902,000 | |
| Current Assets | | | | |
| Stocks and work-in-progress | | | | |
| Debtors | 3 | 40,718 | 40,718 | |
| Total Current Assets | 3 | 40,718 | 40,718 | |
| Liabilities | | | | |
| Creditors: Amounts falling due within one year | 4 | -15,637 | -15,637 | |
| Net current assets or liabilities | 3 | 25,081 | 25,081 | |
| Net assets | 3 | 1,940,081 | 1,927,081 | |
| The funds of the charity | | | | |
| Unrestricted funds: | | | | |
| Unrestricted general funds | | 0 | C | |
| Designated funds: | | | | |
| Dr Duncan Liddel's Mortification - Professor of Mathematics | | 488,745 | 485,470 | |
| Dr Duncan Liddel's Mortification - Library of College | | 24,445 | 24,281 | |
| James Cargill Mortification - Bursary Fund | | 199,130 | 197,796 | |
| Patrick Copland's Mortification - Professor of Divinity | | 238,940 | 237,339 | |
| Common Good Fund | | 988,821 | 982,195 | |
| | | 1,940,081 | 1,927,081 | |
| Total Charity Funds | | 1,940,081 | 1,927,081 | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

| The | Statement | of Financi | al Activities, | Balance | Sheet | and | related | notes | were | approved | and | authorised | for |
|-------|--------------|-------------|----------------|---------|--------|-------|----------|---------|------|----------|-----|------------|-----|
| issue | e by the Tru | ustees on . | | and | signed | on th | eir beha | alf by: | | | | | |

| Trustee |
|-------------|

NOTES TO THE ACCOUNTS AS AT 31 MARCH 2013

Charity Name – Lands of Torry Charity Number – SC0221299

1 - Accounting policies

Accounting convention

The accounts are prepared under the historical cost convention, with the exception of certain fixed assets which are included at market value.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP) issued in March 2005, and comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Financial Reporting Standard for Smaller Entities (effective April 2008).

Going concern

The accounts have been prepared under the going concern concept on the basis that Trustees have considered it and are satisfied that the going concern concept is appropriate.

Recognition of revenue and expenditure

All income and expenditure due to be paid or received in respect of the year ended 31 March 2013 has been provided for within these accounts.

Incoming resources

Incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. All incoming resources are in relation to unrestricted funds.

Income from investments is included in the Statement of Financial Activities in the year in which it is receivable.

Resources expended

Liabilities are recognised when the charity has an obligation to make payment to a third party.

Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of any irrecoverable VAT.

NOTES TO THE ACCOUNTS AS AT 31 MARCH 2013

Charity Name – Lands of Torry Charity Number – SC0221299

1 - Accounting policies (contd)

Resources expended (contd)

Expenditure is directly attributed to the relevant category in the Statement of Financial Activities where practical. Other expenditure is allocated on a pro-rata basis on the basis of the time spent on activities.

Governance costs include those costs incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Funds

Unrestricted funds include incoming resources receivable or generated for the objects of the charity without specified purpose and are available as general funds. These funds can be used in accordance with the charitable objects at the discretion of the Trustees.

Taxation

The charity is recognised by HM Revenue and Customs as a charity and as a consequence of the tax reliefs available, income is not liable to taxation.

Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluation and disposals throughout the year.

Interest and Management Charges

Interest and Management Charges are not treated as Debtors/Creditors but are treated as adjustments within the balances held by the Aberdeen City Council Loans Fund.

Interest is applied to the charity accounts gross of income tax based on an annual interest rate received from banks on funds invested by Aberdeen City Council on behalf of the charity during the year.

Management charges are 1% of the loans fund held at the start of the year where the balance is over £500.

NOTES TO THE ACCOUNTS AS AT 31 MARCH 2013

| | Charity name Charity number | Lands of Tor SC0221299 | | |
|---|--|---------------------------|--------------------|--|
| | Charty humber | 2013 | 2012 | |
| | | £ | £ | |
| 2 | INVESTMENT INCOME | | | |
| | Interest receivable | 323 | 406 | |
| 3 | INCOMING RESOURCES FROM CHARITABLE ACTIVITIES | | | |
| | Rent from land and buildings | 128,315 | 136,330 | |
| 4 | CHARITABLE ACTIVITIES | | | |
| | Charitable activities Property maintenance | 127,077 | 133,985 2,500 | |
| | roperty maintenance | 127,077 | 136,485 | |
| 5 | GOVERNANCE COSTS | | | |
| | Aberdeen City Council | 1,561 | 251 | |
| 6 | TRUSTEES REMUNERATION AND STAFF COSTS | | | |
| | The Trust has no employees. None of the Trustees received any remuner were they reimbursed for any expenses during the year. | ation for their se | rvices, nor | |
| 7 | TANGIBLE FIXED ASSETS | | | |
| | Lands of Torry | | | |
| | Market value at 1 April Net investment gains | 1,902,000 13,000 | 1,893,000 9,000 | |
| | Market value at 31 March | 1,915,000 | 1,902,000 | |
| | | | | |
| 8 | DEBTORS | | | |
| | Prepayments & accrued income | 40,718 | 40,718 | |

NOTES TO THE ACCOUNTS AS AT 31 MARCH 2013 (continued)

| | Charity name | Lands of | Lands of Torry | | |
|---|---|-----------|----------------|--|--|
| | Charity number | SC0221299 | | | |
| | | 2013 | 2012 | | |
| | | £ | £ | | |
| 9 | CREDITORS | | | | |
| | Amounts Falling due within one year: | | | | |
| | Accruals and deferred income | 3,633 | 2,323 | | |
| | Short term loan - Aberdeen City Council | 12,004 | 13,314 | | |
| | | 15,637 | 15,637 | | |

The Trustees have invested the free reserves of the charity in the City of Aberdeen loan funds, in order to earn interest for the benefit of the charity. The loans fund is a credit balance at year end due to costs incurred that have been funded by Aberdeen City Council on behalf of the charity.

10 ANALYSIS OF NET ASSETS IN FUNDS

| Unrestricted funds | 1,915,000 | 25,081 | 1,940,081 |
|---|----------------|------------------------------|-----------|
| | assets £ | £ | £ |
| | Tangible fixed | Net assets/ (liabilities) | Total |
| , ii ii ile i olo ol i ile i i iloce i o ii i i olibo | | | |

11 CONTROLLING INTEREST

The charity is under the control of the Trustees.

Trustees Annual Report 2012/13-Lands of Skene **Registered Charitable Number SC018533**

This report relates to the Lands of Skene, a trust administered by Aberdeen City Council. It is a charitable trust with the registration number SC018533.

Reference and administration details

The principal address for this trust is Aberdeen City Council, Town House, Broad Street, Aberdeen AB10 1AH.

The Secretary of this Trust is Jane MacEachran, Head of Legal & Democratic Services, Aberdeen City Council and the Treasurer is Steven Whyte, Acting Head of Finance, Aberdeen City Council.

The Trustees are the Councillors of Aberdeen City Council, and are as follows:-

Lord Provost George Adam (chairperson)

Councillor Yvonne Allan Councillor Graeme Lawrence (appointed

Councillor Kirsty Blackman

Councillor Marie Boulton

Councillor David Cameron (appointed 3 May May 2012)

2012)

Councillor Scott Carle (appointed 3 May

2012)

Councillor Neil Cooney

Councillor John Corall Councillor Callum McCaig Councillor Bill Cormie

Councillor Barney Crockett

Councillor Steve Delaney (appointed 3 May

2012)

Councillor Graham Dickson (appointed 3

May 2012)

Councillor Alan Donnelly Councillor Jackie Dunbar

Councillor Lesley Dunbar (appointed 3 May

2012)

Councillor Andrew Finlayson (appointed 3

May 2012)

Councillor Fraser Forsyth (appointed 3 May

2012)

Councillor Gordon Graham

Councillor Ross Grant (appointed 3 May

2012)

Councillor Martin Greig Councillor Len Ironside CBE

Councillor Muriel Jaffrey Councillor James Kiddie

Councillor Jenny Laing

3 May 2012

Councillor Neil MacGregor (appointed 3

Councillor M. Taugeer Malik (appointed 3

May 2012)

Councillor Aileen Malone Councillor Andrew May

Councillor Ramsay Milne (appointed 3

May 2012)

Councillor Jean Morrison MBE

(appointed 3 May 2012)

Councillor Nathan Morrison (appointed 3

May 2012)

Councillor Jim Noble Councillor John Reynolds

Councillor Gill Samarai (appointed 3 May

2012)

Councillor Jennifer Stewart

Councillor Sandy Stuart (appointed 3

May 2012)

Councillor Angela Taylor (appointed 3

May 2012)

Councillor Ross Thomson (appointed 3

May 2012)

Councillor Gordon Townson (appointed 3

May 2012)

Councillor Willie Young Councillor Ian Yuill

All Trustees have served for the whole of the financial year to 31 March 2013 except where indicated.

The following Trustees were in post until the local Elections at 3rd May 2012 at which point they resigned

Councillor Norman Collie Councillor Alan Milne Councillor Irene Cormack Councillor George Penny Councillor Katherine Dean Councillor Richard Robertson Councillor Jim Farguharson Councillor Peter Stephen Councillor Neil Fletcher Councillor John Stewart Councillor James Kiddie Councillor Kevin Stewart Councillor James Hunter Councillor Wendy Stuart Councillor Gordon Leslie Councillor John West Councillor Mark McDonald Councillor Jillian Wisely

The Independent Examiners are Henderson Loggie, Chartered Accountants, 48 Queens Road, Aberdeen AB15 4YE.

Structure, governance and management

The governing document is unavailable due to the venerable nature of the trust.

The trustees are elected in the course of the Local Authority elections and new members are supplied with training as part of their induction process.

The positions of Secretary and Treasurer are filled by professionally qualified officers of Aberdeen City Council.

Report of the trustees for the year ended 31 March 2013

The trustees submit their annual report and the financial statements for the year ended 31 March 2013. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2005 in preparing the annual report and financial statements of the charity.

Structure, Governance and Management

The Lands of Skene is administered by Aberdeen City Council's Corporate Governance Directorate with primary responsibility falling to the Corporate Governance accounting team. Trustees receive an annual report covering the activities of the trust.

Statement of the Trustees' Responsibilities in Respect of the Accounts

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in Scotland requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources of the charity for that period. In preparing the financial statements the Trustees are required to:

- · select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Trust will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charity Accounts (Scotland) Regulations 2006 (as amended), the Statement of Recommended Practice for Charity Accounts 2005 and the provisions of the constitution. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Risk Management

The Trustees have assessed the major risks to which the charity is exposed, in particular those relating to the finances and assets of the Trust, and are satisfied that systems are in place to mitigate exposure to those risks.

Objectives and Activities

The Lands of Skene goes back to 1710 when the east half of the Lands of Skene was purchased on behalf of certain Accounts. This was followed in 1712 by the purchase of the west half. Two feuing schemes were carried out in 1789 and 1816 and the land now remaining is known as the Lands of Easter Cairnie.

The free revenue from the Lands of Skene is split between the following: Guildry Funds – 40%
Bridge of Don Trusts – 30%
Common Good Fund – 30%

In general the charity's activities are limited to the accrual of income from investments, which are remitted to appropriate organisations for further disbursement or use as appropriate.

The Governance Costs are allocated in proportion to the value of the sums invested with the Council.

Achievements and Performance

The charity's incoming resources were fully expended in the year in accordance with the objectives and activities outlined above.

Financial Review and Reserves Policy

The accounts for the year show gross expenditure and income of £44,992 (2012 - £55,766). The surplus for the year amounted to £31,270 which is split between the 3 accounts listed above, compared to £44,477 in the previous year.

As at 31 March 2013 the Trust's financial position shows reserves of £3,073,660 (2012 - £2,959,110) are held split between the three funds in proportion to the investments they have made.

| Signed on behalf of the charity's trustees on | report above. |
|---|---------------|
| | |
| Trustee | |

| STATEMENT OF FINANCIAL ACTIVITIES | | | | |
|---|-------------|-----------|-----------|--|
| FOR THE YEAR ENDED 31 MARCH 2013 | | | | |
| | | | | |
| Charity name | | Lands of | of Skene | |
| Charity number | | SC018533 | | |
| | | 2012/13 | 2011/12 | |
| | | £ | £ | |
| | <u>Note</u> | | | |
| Incoming Resources | | | | |
| Investment Income | 2 | 8,589 | 10,809 | |
| Rent from Land & Buildings | | 36,403 | 44,957 | |
| Total Incoming Resources | | 44,992 | 55,766 | |
| Resources expended | | | | |
| Charitable Activities - Grants & Donations | | 31,270 | 44,477 | |
| Governance Costs | | 7,988 | 6,673 | |
| Property costs | | 5,734 | 4,616 | |
| Total Resources expended | | 44,992 | 55,766 | |
| Net incoming resources before other recognised gains and losses | | 0 | 0 | |
| Other recognised gains/losses | | | | |
| Gains/losses on investment assets | | 114,550 | 88,050 | |
| Net movement in funds | | 114,550 | 88,050 | |
| Reconciliation of Funds | | | | |
| Total funds brought forward | | 2,959,110 | 2,871,060 | |
| Total Funds carried forward | | 3,073,660 | | |
| | | | | |

| BALANCE SHEET AS AT 31 MARCH | | | |
|---|-------------|----------------|------------|
| | | | |
| Charity name | | Lands of Skene | |
| Charity number | | SC018533 | |
| | | 2013 | 2012 |
| | | £ | £ |
| Fixed Assets | <u>Note</u> | | |
| Intangible Assets | | | |
| Tangible Assets | | 2,406,400 | 2,291,850 |
| Heritage Assets | | | |
| Investments | | | |
| Total Fixed Assets | | 2,406,400 | 2,291,850 |
| Current Assets | | | |
| Stocks and work-in-progress | | | |
| Debtors | 4 | 30,208 | 13,973 |
| Investments - City of Aberdeen Loans Fund | 4 | 638,979 | 653,899 |
| • | | 036,979 | 000,099 |
| Cash at bank and in hand - Guildry Investment Account | | | |
| Total Comment Assets | <u> </u> | 000 407 | 007.070 |
| Total Current Assets | <u> </u> | 669,187 | 667,872 |
| Liabilities | | | |
| | | | |
| Creditors: Amounts falling due within one year | 5 | -1,927 | -612 |
| Net current assets or liabilities | - | 667,260 | 667,260 |
| THE SUITER ASSESS OF HUBBINGS | | 301,200 | 001,200 |
| Net asset or liabilities | | 3,073,660 | 2,959,110 |
| The funds of the charity | | | |
| The families of the charty | | | |
| Unrestricted income funds | | | |
| Unrestricted General Funds | | 0 | 0 |
| | | | |
| Designated Funds | | | |
| Guildry Fund | | 1,229,464 | 1,183,644 |
| Bridge of Don Fund | | 922,098 | 887,733 |
| Common Good Fund | | 922,098 | 887,733 |
| | | , | |
| Total Charity Funds | | 3,073,660 | 2,959,110 |
| | | | |
| These accounts have been prepared in accordance with the Entities (effective April 2008). | Financia | Reporting | Standard |
| | | | |
| The Statement of Financial Activities, Balance Sheet and relat | | were appro | ved and au |
| issue by the Trustees on and signed on their b | ehalf by: | | |
| | | | |

Charity Name – Lands of Skene Charity Number – SC018533

1 - Accounting policies

Accounting convention

The accounts are prepared under the historical cost convention, with the exception of investments which are included at market value.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP) issued in March 2005, and comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Financial Reporting Standard for Smaller Entities (effective April 2008).

Going concern

The accounts have been prepared under the going concern concept on the basis that Trustees have considered it and are satisfied that the going concern concept is appropriate.

Recognition of revenue and expenditure

All income and expenditure due to be paid or received in respect of the year ended 31 March 2013 has been provided for within these accounts.

Incoming resources

Incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. All incoming resources are in relation to unrestricted funds.

Income from investments is included in the Statement of Financial Activities in the year in which it is receivable.

Resources expended

Liabilities are recognised when the charity has an obligation to make payment to a third party.

Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of any irrecoverable VAT.

Charity Name – Lands of Skene Charity Number – SC018533

1 - Accounting policies (contd)

Resources expended (contd)

Expenditure is directly attributed to the relevant category in the Statement of Financial Activities where practical. Other expenditure is allocated on a pro-rata basis based on the percentage of money invested by the various trust funds.

Governance costs include those costs incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Funds

Unrestricted funds include incoming resources receivable or generated for the objects of the charity without specified purpose and are available as general funds. These funds can be used in accordance with the charitable objects at the discretion of the directors.

Taxation

The charity is recognised by HM Revenue and Customs as a charity and as a consequence of the tax reliefs available, income is not liable to taxation.

Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluation and disposals throughout the year.

Interest and Management Charges

Interest and Management Charges are not treated as Debtors/Creditors but are treated as adjustments within the balances held by the Aberdeen City Council Loans Fund.

Interest is applied to the charity accounts gross of income tax based on an annual interest rate received from banks on funds invested by Aberdeen City Council on behalf of the charity during the year.

Management charges are 1% of the loans fund held at the start of the year where the balance is over £500.

| | Charity name Charity number | Lands of Skene SC018533 | |
|---|---|----------------------------|--------|
| | | 2013 | 2012 |
| | | £ | £ |
| 2 | INVESTMENT INCOME | | |
| | Interest receivable | 8,589 | 10,809 |
| 3 | INCOMING RESOURCES FROM CHARITABLE ACTIVITIES | | |
| | Rent from land and buildings | 36,403 | 44,957 |
| 4 | CHARITABLE ACTIVITIES | | |
| | Payments to Beneficiaries: | | |
| | Common Good | 9,381 | 13,343 |
| | Bridge of Don | 9,381 | 13,344 |
| | Guild Box | 6,254 | 8,895 |
| | Hospital | 6,254 | 8,895 |
| | | 31,270 | 44,477 |
| | Other costs: | | |
| | Property maintenance | 5,733 | 4,616 |
| | | 37,003 | 49,093 |
| 5 | GOVERNANCE COSTS | | |
| | Aberdeen City Council | 7,988 | 6,673 |

TRUSTEES REMUNERATION AND STAFF

6 COSTS

The Trust has no employees. None of the Trustees received any remuneration for their services, nor were they reimbursed for any expenses during the year.

7 TANGIBLE FIXED ASSETS

Lands of Skene

| Market value at 1 April | 2,291,850 | 2,203,800 |
|--------------------------|-----------|-----------|
| Net investment gains | 114,550 | 88,050 |
| | | |
| Market value at 31 March | 2,406,400 | 2,291,850 |

Valuation at 31 March 2013 provided Stephen Booth, BSc MRICS and Neil Strachan, BLE MRICS of Aberdeen City Council.

| | Charity name Charity number | | Lands of SC018 | |
|----|--------------------------------------|-----------|-------------------|-----------|
| | • | | 2013 | 2012 |
| | | | £ | £ |
| 8 | DEBTORS | | | |
| | Prepayments & Accrued income | | 30,208 | 13,973 |
| 9 | CREDITORS | | | |
| | Amounts Falling due within one year: | | 4.00= | 0.40 |
| | Accruals and deferred income | | 1,927 | 612 |
| 10 | ANALYSIS OF NET ASSETS IN FUNDS | | | |
| | | Tangible | Net assets/ | Total |
| | | fixed | (liabilities) | |
| | | assets | | |
| | | £ | £ | £ |
| | Unrestricted funds | 2,406,400 | 667,260 | 3,073,660 |

11 CONTROLLING INTEREST

The charity is under the control of the Trustees.

Trustees Annual Report 2012/13–Education Endowment Investment Fund Registered Charitable Number SC025063

This report relates to the Education Endowment Investment Fund (EEIF), a trust administered by Aberdeen City Council. It is a charitable trust with the registration number SC025063.

Reference and administration details

The principal address for this trust is Aberdeen City Council, Town House, Broad Street, Aberdeen AB10 1AH.

The Secretary of this Trust is Jane MacEachran, Head of Legal & Democratic Services, Aberdeen City Council and the Treasurer is Steven Whyte, Acting Head of Finance, Aberdeen City Council.

The Trustees are the Councillors of Aberdeen City Council, and are as follows:-

Lord Provost George Adam (chairperson)

Councillor Yvonne Allan Councillor Kirsty Blackman Councillor Marie Boulton

Councillor David Cameron (appointed 3 May

2012)

Councillor Scott Carle (appointed 3 May 2012)

Councillor Neil Cooney Councillor John Corall Councillor Bill Cormie Councillor Barney Crockett

Councillor Steve Delaney (appointed 3 May

2012)

Councillor Graham Dickson (appointed 3 May

2012)

Councillor Alan Donnelly Councillor Jackie Dunbar

Councillor Lesley Dunbar (appointed 3 May

2012)

Councillor Andrew Finlayson (appointed 3 May

2012)

Councillor Fraser Forsyth (appointed 3 May

2012)

Councillor Gordon Graham

Councillor Ross Grant (appointed 3 May 2012)

Councillor Martin Greig
Councillor Len Ironside CBE

Councillor Muriel Jaffrey Councillor James Kiddie Councillor Jenny Laing

Councillor Graeme Lawrence (appointed 3

May 2012

Councillor Neil MacGregor (appointed 3

May 2012)

Councillor M. Tauqeer Malik (appointed 3

May 2012)

Councillor Aileen Malone Councillor Andrew May Councillor Callum McCaig

Councillor Ramsay Milne (appointed 3 May

2012)

Councillor Jean Morrison MBE (appointed 3

May 2012)

Councillor Nathan Morrison (appointed 3

May 2012)

Councillor Jim Noble Councillor John Reynolds

Councillor Gill Samarai (appointed 3 May

2012)

Councillor Jennifer Stewart

Councillor Sandy Stuart (appointed 3 May

2012)

Councillor Angela Taylor (appointed 3 May

2012)

Councillor Ross Thomson (appointed 3

May 2012)

Councillor Gordon Townson (appointed 3

May 2012)

Councillor Willie Young Councillor Ian Yuill

All Trustees have served for the whole of the financial year to 31 March 2013 except where indicated.

The following Trustees were in post until the local Elections at 3rd May 2012 at which point they resigned

Councillor Norman Collie Councillor Alan Milne Councillor Irene Cormack Councillor George Penny Councillor Katherine Dean Councillor Richard Robertson Councillor Jim Farguharson Councillor Peter Stephen Councillor Neil Fletcher Councillor John Stewart Councillor James Kiddie Councillor Kevin Stewart Councillor James Hunter Councillor Wendy Stuart Councillor Gordon Leslie Councillor John West Councillor Mark McDonald Councillor Jillian Wisely

The Independent Examiners are Henderson Loggie, Chartered Accountants, 48 Queens Road, Aberdeen AB15 4YE.

Structure, governance and management

The governing document is unavailable due to the venerable nature of the trust.

The trustees are elected in the course of the Local Authority elections and new members are supplied with training as part of their induction process.

The positions of Secretary and Treasurer are filled by professionally qualified officers of Aberdeen City Council.

Report of the trustees for the year ended 31 March 2013

The trustees submit their annual report and the financial statements for the year ended 31 March 2013. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2005 in preparing the annual report and financial statements of the charity.

Reference and administrative details of the charity, its trustees and advisers

The EEIF comprises over 60 smaller trusts, bequests and legacies split into two general areas

- 1) Education Primarily concerned with prizes or awards at schools.
- 2) Social Work Funds established to provide comforts at residential homes

Structure, governance and management

The EEIF is administered by Aberdeen City Council's Corporate Governance Directorate with primary responsibility falling to the Education, Culture & Sports accounting team.

Expenditure from the various trusts is at the discretion of the appropriate directorate – Education, Culture & Sports or Social Care & Welfare.

Trustees receive an annual report covering the activities of the trust.

Statement of the Trustees' Responsibilities in Respect of the Accounts

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in Scotland requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources of the charity for that period. In preparing the financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Trust will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Trust and which enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charity Accounts (Scotland) Regulations 2006 (as amended), the Statement of Recommended Practice for Charity Accounts 2005 and the provisions of the Trust Deed. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those relating to the finances and assets of the Trust, and are satisfied that systems are in place to mitigate exposure to those risks.

Objectives and activities

The objectives of the various trusts are set out in Appendix 1 – EEIF Trusts list with purpose.

Achievements and Performance

The Trust paid out a total of £2,152 to beneficiaries during the year, which is an increase on the previous year. Payments made are detailed in note 3 to the accounts.

Financial review and reserves policy

The attached accounts show the incoming resources of £18,846 (£16,931 after deducting audit fees for 2011/12 and 2012/13) (£21,069 in 2012) and resources expended of £2,152 (£1,838 in 2012) for the year to 31 March 2013 as and the Balance Sheet value of £1,061,369 (£962,618 in 2012) as at 31 March 2013.

The investment policies of the trust are reviewed periodically. The last review was in the financial year 2006-2007. Surplus monies are invested in Aberdeen City Council loans fund.

Plans for future periods

The Deaf & Dumb fund (one of the Education trusts) is in the process of being wound up. We are waiting for confirmation from the solicitors acting on behalf of the benefactors before taking any action.

| Signed on behalf of the charity's trustees | ees report above. |
|--|-------------------|
| Trustee | |

| Charity name Charity number | Education Endowment Investment Fund (EEIF) SC025063 | | | | |
|--|---|--------------------------------|---------------------------------------|------------------------------------|--------------------------------|
| | | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | Endowment Funds 2012/13 £ | Total Funds 2012/13 £ |
| Incoming resources Incoming resources from generated funds | <u>Note</u> | | | | |
| Investment Income | 2 | 18,429 | 18,846 | - | 18,846 |
| Total incoming resources | | 18,429 | 18,846 | - | 18,846 |
| Resources expended | | | | | |
| Charitable activities | 3 | 1,333 | 2,152 | - | 2,152 |
| Governance costs | 4 | - | 1,915 | - | 1,915 |
| Total resources expended | | 1,333 | 4,067 | - | 4,067 |
| Net incoming/(outgoing) resources | | 17,096 | 14,779 | - | 14,779 |
| Transfers | | | | | |
| Gross transfers between funds | 10 | - | (4,164) | 4,164 | - |
| Net incoming/(outgoing) resources before | | | | | |
| other recognised gains and losses | | 17,096 | 10,615 | 4,164 | 14,779 |
| Other recognised gains/(losses) | | | | | |
| Gains/(losses) on investment assets | | 11,779 | - | 83,972 | 83,972 |
| Net movement in funds | | 28,875 | 10,615 | 88,136 | 98,751 |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 933,743 | 462,413 | 500,205 | 962,618 |
| Total funds carried forward | | 962,618 | 473,028 | 588,341 | 1,061,369 |

BALANCE SHEET AS AT 31 MARCH

| Charity name Charity number | Education Endowment Investment Fund (EEIF) SC025063 2011/12 £ | | 2012/13 £ |
|--|---|--------------------------------------|---------------|
| Fixed assets | <u>Note</u> | | |
| Investments | 5 | 800,741 | 884,719 |
| Total fixed assets | | 800,741 | 884,719 |
| Current assets Stocks and work-in-progress Debtors | 6 | - | - |
| Investments - City of Aberdeen Loans Fund | 7 | 161,877 | 176,650 |
| Total current assets | | 161,877 | 176,650 |
| Liabilities Creditors: Amounts falling due within one year | | <u>-</u> | |
| Net current assets/(liabilities) | | 161,877 | 176,650 |
| Net asset/(liabilities) | 8 | 962,618 | 1,061,369 |
| The funds of the charity | | _ | _ |
| Endowment funds | | 462,294 | 473,028 |
| Unrestricted income funds: | | 500,324 | 588,341 |
| Total unrestricted funds | | 500,324 | 588,341 |
| Total charity funds | | 962,618 | 1,061,369 |
| These accounts have been prepared for Smaller Entities (effective April 200 | | ordance with the Financial Reporting | - Standard |
| The Statement of Financial Activities, authorised for issue by the Trustees of | | • • | |
| | Truste | e | |

Notes forming part of the financial statements for the year ended 31 March 2013

Charity Name –Educational Endowment Investment Fund Charity Number – SC025063

1 - Accounting policies

Accounting convention

The accounts are prepared under the historical cost convention, with the exception of investments which are included at market value.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP) issued in March 2005, and comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Financial Reporting Standard for Smaller Entities (effective April 2008).

Going concern

The accounts have been prepared under the going concern concept on the basis that Trustees have considered it and are satisfied that the going concern concept is appropriate.

Recognition of revenue and expenditure

All income and expenditure due to be paid or received in respect of the year ended 31 March 2013 has been provided for within these accounts.

Incoming resources

Incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. All incoming resources are in relation to unrestricted funds.

Income from investments is included in the Statement of Financial Activities in the year in which it is receivable.

It is long-standing policy to reserve 33% of investment income for the Education Endowment Investment Fund in order to fund future capital investment. This amounted to £4164 in 2012/13 (£5197 in 2011/12). The remaining 67% is made available to distribute.

Trusts falling under the remit of the Health & Social Care directorate have 100% of annual income available to distribute.

Notes forming part of the financial statements for the year ended 31 March 2013

Charity Name –Educational Endowment Investment Fund Charity Number – SC025063

1 - Accounting policies (continued)

Resources expended

Liabilities are recognised when the charity has an obligation to make payment to a third party. Resources expended are in relation to unrestricted funds.

Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of any irrecoverable VAT and are classified under headings that aggregate all costs related to the category.

Funds

Unrestricted funds include incoming resources receivable or generated for the objects of the charity without specified purpose and are available as general funds. These funds can be used in accordance with the charitable objects at the discretion of the Trustees.

Endowment funds represent those Assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of these funds. These funds are to be used in accordance with the specific restrictions imposed by donors.

Taxation

The Trusts are recognised by HM Revenue and Customs as charities and as a consequence of the tax reliefs available, income is not liable to taxation.

Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluation and disposals throughout the year.

Interest & Management Charges

Interest & Management Charges are not treated at Debtors/Creditors but are treated as adjustments within the balances held by the Aberdeen City Council Loans Fund. Interest is applied to the charity accounts gross of income tax based on an annual interest rate received from banks, on funds invested by Aberdeen City Council on behalf of the charity during the year.

There were no management charges in financial year 2011/12 or 2012/13. An independent examination fee of £1,915 was paid in respect of financial year 2011/12.

Charity name - Education Endowment Investment Fund Charity number - SCO25063

| | | 2012 £ | 2013 £ |
|---|---|-----------|-----------|
| 2 | INVESTMENT INCOME | | |
| | Dividend income | 16,123 | 16,755 |
| | Interest receivable | 2,306 | 2,091 |
| | | 18,429 | 18,846 |
| 3 | CHARITABLE ACTIVITIES | | |
| | Payments to Beneficiaries | | |
| | Education Endowment Funds – Prize Funds | | |
| | Aberdeen Institution for Deaf Children | | 765 |
| | Mrs Athol Benzie Prize Fund | 27 | 38 |
| | Edith and David R Bishop Prize Fund | 37 | 52 |
| | Corporation Prize Fund | 341 | 376 |
| | Miss Lucy Cruickshank Prize Fund | 424 | 277 |
| | Jessie Durno Prize Fund | 88 | 123 |
| | Mary Durno Prize Fund | 99 | 138 |
| | Miss Margaret C Harper Prize Fund | 8 | 11 |
| | Miss Bessie Heriot Prize Fund | 50 | 69 |
| | Duncan Heriot Prize – Kaimhill | | 68 |
| | Miss Elizabeth M M Laing Prize Fund | 4 | 6 |
| | Dr George Mackenzie Prize Fund | 20 | 28 |
| | Dr Charles McLeod Trust | 11 | 15 |
| | John M Robertson Memorial Prize | 10 | 15 |
| | Miss H Shephard Bequest | 41 | 57 |
| | St Fittick (Aberdeen) Rotary Club Prize | 13 | 18 |
| | Mary Thomson Scottish Poetry Prize | 59 | 22 |
| | William C G Thomson Memorial Prize | 28 | 39 |
| | | 1,333 | 2152 |
| | | | - |
| | Total Payments to Beneficiaries | 1,333 | 2152 |
| | • | | |

4 TRUSTEES REMUNERATION AND STAFF COSTS

The Trust has no employees. None of the Trustees received any remuneration for their services, nor were they reimbursed for any expenses during the year.

Charity name - Education Endowment Investment Fund Charity number - SCO25063

| 5 | FIXED ASSETS INVESTMENTS | 2012 £ | 2013 £ |
|---|--|------------------------------|-----------------------------|
| | Listed investments:- Market value at 1 April | 788,962 | 800,741 |
| | Net investment gains | 11,779 | 83,972 |
| | Market value at 31 March | 800,741 | 884,714 |
| | Historical cost at 31 st March | 527,919 | 527,919 |
| | UK listed investments are represented by:- Fixed interest securities Investment trusts and unit trusts | 40,648 760,093 800,741 | 44,679 840035 884,714 |
| 6 | DEBTORS | | |
| | Prepayments & accrued income | | |
| 7 | CURRENT ASSETS INVESTMENTS | | |
| | City of Aberdeen loan funds | 161,877 | 176,650 |

The Trustees have invested the free reserves of the charity in the City of Aberdeen loans fund, in order to earn interest for the benefit of the charity. The loan fund is a cash investment and is stated at market value at the Balance Sheet date.

8 ANALYSIS OF NET ASSETS IN FUNDS

| | Tangible | Net assets/ | Total |
|--------------------|--------------|---------------|-----------|
| | Fixed assets | (liabilities) | |
| | £ | £ | £ |
| Restricted Funds | 884,714 | | 884,714 |
| Unrestricted funds | | 176,650 | 176,650 |
| | 884,714 | 176,650 | 1,061,364 |

9 CONTROLLING INTEREST

The charity is under the control of the Trustees.

10 GROSS TRANSFER BETWEEN FUNDS

It is long-standing policy to reserve 33% of investment income for the Education Endowment Investment Fund in order to fund future capital investment. This amounted to £4164 in 2011/12 (£5197 in 2011/12) being transferred from the unrestricted fund to the endowment fund in accordance with that policy .

APPENDIX 1 Trust listing and purpose

EDUCATION TRUSTS

Charity Number SCO 25063

| | Aberdeen City Division | Purpose of trust |
|-----|--|---|
| 1 | Deaf and Dumb Fund | For Benefit of Aberdeen School for the Deaf |
| 2 | D.M.Andrew Bequest | For Prizes in Classics at Aberdeen Grammar School |
| 3 | Elizabeth H Bain Bequest | For music tuition and instruments to pupils in city schools |
| 4 | Athol Benzie Prize Fund | For best all-round pupil in the fifth year at Aberdeen Academy |
| 5 | E & D.R.Bishop Prize Fund | For prizes to pupils at Aberdeen Grammar School selected by the rector |
| 6 | Mina Brooks Memorial Prize | For prizes for children's theatre |
| 7 | Corporation Prize Fund | For School prizes |
| 8 | Lucy Cruickshank Prize Fund | For prize to best pupil or pupils in French or German at High school for Girls |
| 9 | Jessie Durno Prize Fund | For prize in mathematics at Aberdeen Academy |
| 10 | Mary Durno Prize fund | For prize in English at Aberdeen Academy |
| 11 | Margaret Duthie Memorial Prize Fund | For pupil showing the greatest endeavour at Dyce School |
| 12 | James Findlay Bursary Fund | For Student teacher at Aberdeen College |
| 13 | Margaret C.Harper Prize Fund | For best pupil in German at Aberdeen Academy |
| 14 | Bessie Heriot Prize Fund | For prize to best girl at Kaimhill Scondary School |
| 15 | Duncan Heriot Prize Fund-Abdn Acad | For prizes in English and History at Aberdeen Academy |
| 16 | Duncan Heriot Prize Fund-Kaimhill | For prize to best boy at Kaimhill Secondary School |
| 17 | Alexander Kilgour Fund | For Liddle prize Medal |
| 18 | Logie Pirie Scholarship Fund | For the benefit of schools in the Dyce, Bucksburn area |
| 19 | Dr G.MacKenzie Prize Fund | For prize to best pupil in German at Aberdeen Academy |
| 20 | Kenneth MacIntosh Bequest | For paying or supplementing the expenses of pupils of Aberdeen Grammar School |
| 21 | Dr Charles McLeod Trust | Who might otherwise be unable to afford the cost of school trips For purchase of books on Physical Science and Astronomy at Aberdeen Grammar School |
| 22 | William Meston Bursary Fund | For bursary to pupil of merit at Culter School undertaking a secondary cours For prize in all-round excellence to pupil in senior classes at Ashley Road |
| 23 | Lizzie L Milne Prize Fund | School |
| 24 | Murray Pictures Prize Fund | For Essays on Art |
| 25 | Pr & Inter Schools Sports Fund | General use in relation to Sport |
| 26 | J M Robertson Memorial Prize Fund | For prize to best pupil in commercial subjects at Aberdeen Grammar School |
| 27 | Miss H Shepherd Bequest | For annual award to the head boy and head girl at Torry Academy |
| 28 | Miss M S Smith Prize Fund | For prize or prizes for proficiency in art or handicrafts at Ashley Road Schoo |
| 29 | St Fittick Rotary Club Prize | For prizes to pupils at Torry Secondary School For the three best reciters of a Scottish poem at Cults Primary school, Cults |
| 30 | Mary Thomson Scots Poetry Prize | Acadamy Harlaw Academy and Rubislaw Academy |
| 31 | W C B Thomson Memorial Fund | For prizes in art at Northfield Secondary School |
| 32 | James Cable Smart Bequest | Prize(s) to most promising pupil(s) in Music at Skene Square School |
| 33 | Elizabeth M M Laing Prize | Prize for best pupil in french at Aberdeen Academy |
| 34 | Robert Skene Mathew Bequest | Not known |
| 35 | Molly Craig Fund | Not known |
| 36 | Stewart Reid Memorial Fund | Not known |
| | OTHER TRUST FUNDS Educational Endowments | |
| 118 | All Divisions Rose Hip Fund | To be used at the discretion of Director of Education |

OTHER TRUST FUNDS Social Work Endowments Aberdeen Division Homes for the Elderly

| 119 | Aberdon-Comforts Fund | To provide comforts for residents at the named home |
|-----|---------------------------------------|---|
| 120 | Albyn-Comforts fund | To provide comforts for residents at the named home |
| 121 | Balnagask Home-Comforts Fund | To provide comforts for residents at the named home |
| 122 | Croft House-Comforts Fund | To provide comforts for residents at the named home |
| 123 | Fergus House-Comforts Fund | To provide comforts for residents at the named home |
| 124 | Ferryhill House-Comforts Fund | To provide comforts for residents at the named home |
| 125 | Northfield-Comforts Fund | To provide comforts for residents at the named home |
| 126 | Polmuir-Comforts Fund | To provide comforts for residents at the named home |
| 127 | Rosewell-Comforts Fund | To provide comforts for residents at the named home |
| 128 | Thorngrove-Comforts Fund | To provide comforts for residents at the named home |
| 129 | Westbank-Comforts Fund | To provide comforts for residents at the named home |
| | Westburn Comforts Fund | To provide comforts for residents at the named home |
| | FRIENDS OF NEO NATAL UNIT Other | To provide comforts for users of the named service |
| 130 | Victoria House-Comforts Fund | To provide comforts for residents at the named home |

OTHER TRUST FUNDS Social Work Endowments H.Q. General Funds Homes for the Elderly

| 158 | Befriending Fund | To be used at discretion of Director of Social Work |
|-----|---|---|
| 159 | Donations S.W.Director | To be used at discretion of Director of Social Work |
| 160 | Social Work Dept.Mental Health Training | To be used at discretion of Director of Social Work |
| 161 | Social Work Dept.Training Fund | To be used at discretion of Director of Social Work |
| 162 | Elizabeth M. M. Laing | To provide comfort at homes for the Elderly |
| 163 | Agnes Park Legacy | To provide comfort at homes for the Elderly |
| 168 | Dyce Handicapped Children Fund | To be used at discretion of Director of Social Work |
| 172 | Lewis J. Smith Bequest | To be used at discretion of Director of Social Work |
| 173 | Agnes Taylor Donations | To be used at discretion of Director of Social Work |
| 174 | A. McKay Fund | To be used at discretion of Director of Social Work |
| 175 | Disabled Living Centre | To be used at discretion of Director of Social Work |
| 176 | The Macdonald Benevolent Fund | To provide pecuniary assistance to users of Social Work service |
| 177 | The Richard Garden Trust | To support the families of chilldren with head or spinal injuries |
| 178 | Community Placement Scheme | To be used at discretion of Director of Social Work |
| 179 | Horison Amenity Fund | For the benefit of users of the service |
| 180 | Park House Amenity Fund | For the benefit of users of the service |
| 181 | M J Elliot Trust | For the benefit of users of Rosehill House |

Trustees Annual Report 2012/13– Aberdeen City Council Charitable Trusts

This report relates to the charitable trusts administered by Aberdeen City Council.

Reference and administration details

The charity names, charity numbers, purposes of the charities, and where available details of governing document for the charities covered by this report are given in Appendix 1 of this document.

The principal address for all these charities is Aberdeen City Council, Town House, Broad Street, Aberdeen. AB10 1AH.

The Secretary of these Trusts is Jane MacEachran, Head of Legal & Democratic Services, Aberdeen City Council and the Treasurer is Steven Whyte, Acting Head of Finance, Aberdeen City Council.

The Trustees are the Councillors of Aberdeen City Council, and are as follows:-

Lord Provost George Adam

(Chairperson)

Councillor Yvonne Allan Councillor Kirsty Blackman Councillor Marie Boulton

Councillor David Cameron (appointed 3

May 2012)

Councillor Scott Carle (appointed 3

May 2012)

Councillor Neil Cooney Councillor John Corall Councillor Bill Cormie Councillor Barney Crockett

Councillor Steve Delaney (appointed 3

May 2012)

Councillor Graham Dickson (appointed

3 May 2012)

Councillor Alan Donnelly Councillor Jackie Dunbar

Councillor Lesley Dunbar (appointed 3

May 2012)

Councillor Andrew Finlayson (appointed 3 May 2012)

Councillor Fraser Forsyth (appointed 3

May 2012)

Councillor Gordon Graham

Councillor James Kiddie Councillor Jenny Laing

Councillor Graeme Lawrence

(appointed 3 May 2012)
Councillor Neil MacGregor
(appointed 3 May 2012)
Councillor M. Tauqeer Malik
(appointed 3 May 2012)
Councillor Aileen Malone

Councillor Andrew May
Councillor Callum McCaig

Councillor Ramsay Milne (appointed

3 May 2012)

Councillor Jean Morrison MBE

(appointed 3 May 2012)
Councillor Nathan Morrison
(appointed 3 May 2012)
Councillor Jim Noble
Councillor John Reynolds

Councillor Gill Samarai (appointed 3

May 2012)

Councillor Jennifer Stewart

Councillor Sandy Stuart (appointed

3 May 2012)

Councillor Angela Taylor (appointed

3 May 2012)

Councillor Ross Grant (appointed 3

May 2012)

Councillor Martin Greig Councillor Len Ironside CBE Councillor Muriel Jaffrey Councillor Ross Thomson (appointed 3 May 2012) Councillor Gordon Townson (appointed 3 May 2012) Councillor Willie Young Councillor Ian Yuill

All Trustees have served for the whole of the financial year to 31 March 2013 except where indicated.

The following Trustees were in post until the local Elections at 3 May 2012 at which point they resigned

Councillor Norman Collie Councillor Alan Milne Councillor Irene Cormack Councillor George Penny Councillor Katherine Dean Councillor Richard Robertson Councillor Jim Farguharson Councillor Peter Stephen Councillor Neil Fletcher Councillor John Stewart Councillor James Kiddie Councillor Kevin Stewart Councillor Wendy Stuart Councillor James Hunter Councillor Gordon Leslie Councillor John West Councillor Mark McDonald Councillor Jillian Wisely

Structure, governance and management

The type of governing document has been shown in Appendix 1 where available but the venerable nature of some of the trusts has made this difficult to provide in all cases.

The Trustees are elected in the course of the Local Authority elections, and new members are supplied with training as part of their induction process.

The positions of Secretary and Treasurer are filled by professionally qualified officers of Aberdeen City Council.

Objectives and activities

In the information given in Appendix 1, the charitable purposes of each Trust have been provided.

In general the charities activities are limited to the accrual of income from investments, which are remitted to appropriate organisations for further disbursement or use as appropriate given the purposes of the charity.

Future plans

In August 2013 Aberdeen City Council approved a report on the reorganisation of the majority of small charitable trusts administered by the Council. These small charitable trusts will be re-organised by the transfer of funds to another larger charity with the same charitable purposes.

The majority of the charitable trusts subject to re-organisation have governance costs associated with the legislative requirements of operating a modern charity, often in excess of the annual income of the trust leaving very little income to be used for charitable purposes.

Work on the re-organisation is expected to reduce the charities contained in this report to the Guildry, Bridge of Don Fund, Bridge of Dee Fund, Aberdeen Art Gallery Trust and the Alexander MacDonald Bequest by the end of 2013/14.

Financial Review

The attached accounts show the income and expenditure for the individual charities along with the surplus or deficit for the year. None of the individual charities are carrying forward a deficit on their reserves.

Where Governance Costs are allocated to charities these are in proportion to the value of the sums invested with the Council and are based on time spent by officers of Aberdeen City Council providing financial and other support to the organisations.

The investment policy of the Trust is to invest any surplus monies in Aberdeen City Council loans fund.

STATEMENT OF THE TRUSTEES' RESPONSIBILITIES IN RESPECT OF THE ACCOUNTS

Law applicable to charities in Scotland requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the Trust's financial activities during the year and of its financial position at the end of the year. In preparing financial statements, giving a true and fair view, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Trust will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Trust and which enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charity Accounts (Scotland) Regulations 2006, the Statement of Recommended Practice for Charity Accounts 2005 and the provisions of the Trust Deed. The Trustees are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention or detection of fraud and other irregularities

| The Trustees declare that the | y have approved | the trustees' | report above |
|--------------------------------|-----------------|---------------|--------------|
| Signed on behalf of the charit | y's trustees | | - |

| | Truetoo |
|------|--------------|
| | 11110144 |

| Appendix 1 CHARITY NAME | CHARITY NUMBER | PURPOSE | GOVERNING DOCUMENT |
|---|--|--|--|
| Guildry Funds Jean Guild | SC011857 SC018557 | Support the Historic Guildry Activities Widows of Burgesses and Aged Virgins 24 December 1634 | |
| Catherine Rolland | SC018544 | Widows of Decayed Burgesses 9 December 1659 | |
| Booth Coal Fund | SC018531 | Provision of Coal to the Poor in the Parish of Newhills | Trust Deed 17 April 1929 |
| Miss Jane Smith Trust | SC018534 | For Deserving Poor in the Parish of Peterculter | |
| Aberdeen Shipwrecked Seamens' Fund Mary Duthie Williams | SC018540 SC018542 | Charitable Purposes Provision of Blankets for Deserving Poor 19 March 1906 | General Meeting 8 July 1815 Trust 16 March 1906 |
| W D Watson's Trust | SC018543 | Poor Deserving Female Factory Workers. A preference being given to Former Employees of Patrick Watson & Sons | Will 1 December 1909 |
| Catherine Rolland | SC018544 | Poor of Aberdeen and Kirk Session of King Edward 9 December 1659 | |
| Mollison Fund | SC018546 | Upholding Tomb and Poor Widows connected with St Clements Parish Church 4 December 1911 | |
| Lady Durris Lady Durris | SC018559 SC018559 | Charitable Purposes 15 March 1754 Kirk Session of Durris and Strachan and Poor Families 15 March 1754 | |
| Janet Fordyce Families of Fishermen and Seamen Lost at Sea Old Aberdeen Soup Kitchen and Dalgarno Coal Fund George Davidson | SC018560 SC018562 SC018563 SC018564 | Poor of Aberdeen 30 March 1815 Charitable Purposes 18 October 1965 Poor of Aberdeen Poor of Footdee 30 November 1663 | Public Subscription Will 2 October 1958 |
| James Reid | SC018565 | Charitable Purposes 15 November 1792 | Mortification 15 November 1792 |
| City of Aberdeen Relay Scheme Charitable Trust John Mather | SC021305 SC018537 | Charitable Purposes 4 July 1966 Infirmary - 18 February 1807 | Trust Deed 18 October 1965 |

| CHARITY NAME | CHARITY NUMBER | PURPOSE | GOVERNING DOCUMENT |
|--|----------------------|---|--------------------------------|
| Bedlam Fund Dr Robert Beveridge | SC018538 SC018539 | Persons Deprived of the Use of Reason Promotion of the Study of Pathology at the Infirmary 18 March 1882 & 19 July 1886 | Amalgamation of funds 1718 |
| George Ogilvie | SC018545 | Founding Hospital, now payable to the Infirmary 1 February 1772 | |
| Mrs Henrietta Wood | SC018541 | For use of the Boys' Hoster (Westfield) 19 August 1958 | |
| Alexander Forbes of Morkeu | SC018552 | To provide a Summer Treat to Inmates of Woodend Home (Glenburn Wing) 16 October 1893 | Trust 16 October 1893 |
| Miss Eliza Moir | SC018553 | For use of the Boys' Hostel (Westfield) 19 August 1958 | Will 12 May 1954 |
| CML Werdmuller | SC018558 | For South African Students at Aberdeen University | Notice of Motion 30 November ? |
| Mrs Gibson's Bequest | SC018561 | Sermons Against Cruelty to Animals 14 February 1829 | Bequest |
| John Burnett | SC018567 | Chaplain of Prison 2 July 1824 | Mortification 2 July 1824 |
| Former Health Dept Prize Fund | SC018577 | For Bi-Annual Prize to Member of Staff for Best Contribution to Welfare of Handicapped Persons 6 June 1960 | |
| Leiutenant Colonel Charles M. MacQuibban Memorial Fund | SC018547 | Comforts for Non-Commissioned Officers and Men of the 1st Battalion, Gordon Highlanders | Trust Deed 11 September 1974 |
| John Black's Trust | SC018536 | Aberdeen Art Gallery & Industrial Museum | Trust Deed 22 August 1980 |
| Mrs Harvey Loutit | SC018548 | For Display Cases in Regional Museum 14 September 1969 | |
| Captain Harvey Loutit | SC018549 | Building Fund of Regional Museum of Aberdeen City | |
| Bridge of Don Fund | SC018551 | Upkeep of Bridge | |
| Sir Thomas Jaffrey's Gift | SC018554 | Purchase of Works of Art for Aberdeen Art Gallery 30 September 1925 | Gift Deed 22 April 1929 |
| Miss Margaret Cumming Innes | SC018555 | Purchase of Etchings for Aberdeen Art Gallery 17 June 1929 | |
| Miss Margaret C Hamilton | SC018556 | Purchase of Exhibits for Regional Museum 11 September 1942 | |

| Sir John Anderson | SC018566 | Public Library | Decree 12 July 1929 |
|---------------------------------|----------|--|-----------------------------|
| Alexander MacDonald's Bequest | SC018568 | Purchase of Works of Art for Aberdeen Art Gallery 11 December 1882 | Trust Deed 11 December 1882 |
| Sir Alex Lyon Trust | SC018569 | Purchase of Works of Art for Aberdeen Art Gallery 6 June 1927 | Will 23 February 1927 |
| John Clark | SC018570 | Art Gallery Extension | Will 27th November 1884 |
| Alexander Webster's Bequest | SC018571 | Purchase of Pictures for Aberdeen Art Gallery 15 January 1912 | |
| Sir James Murray's Gift | SC018573 | Purchase of Works of Art for Aberdeen Art Gallery 18 April 1927 | Gift 10 April 1927 |
| Cowdray Hall & Art Museum Trust | SC018574 | For the construction and management of the Cowdray Hall | |
| Aberdeen Art Gallery Trusts | SC018575 | For the purposes of the Art Gallery | |
| Robert Anderson Bequest | SC018576 | Public Library | |
| Bridge of Dee Fund | SC021297 | Upkeep of Bridge | |

| Charity name Charity number | | Unrestricted Funds 2012/13 | Funds 2012/13 £ | Guildry SC011857 Endowment Funds 2012/13 £ Q79021/22/23 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|-------------|----------------------------------|-----------------------|---|--------------------------------|--------------------------------|
| ncoming resources | <u>Note</u> | | ` | 219021122123 | | |
| ncoming resources from generated funds | | | | | | |
| Voluntary income Investment Income | 2 3 | 493 29,994 | | | 493 29,994 | 802 33,461 |
| Total incoming resources | | 30,487 | - | | 30,487 | 34,263 |
| Resources expended | | | | | | |
| Charitable activities Governance costs | 4 5 | 5,462 13,711 | | | 5,462 13,711 | 7,074 |
| | 5 | | | | | 11,318 |
| Total resources expended | | 19,173 | - | - | 19,173 | 18,392 |
| let incoming/(outgoing) resources | | 11,314 | | | 11,314 | 15,871 |
| ransfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before | | | | | | |
| other recognised gains and losses | | 11,314 | - | - | 11,314 | 15,871 |
| Other recognised gains/(losses) Gains/(losses) on investment assets | | 45,820 | | | 45,820 | 35,220 |
| Net movement in funds | | 57,134 | - | - | 57,134 | 51,091 |
| Reconciliation of funds | | | | | | |
| otal funds brought forward Total funds carried forward | | 2,117,229 2,174,363 | | · - | 2,117,229 2,174,363 | 2,066,138 2,117,229 |
| | | 2,171,000 | | | 2,114,000 | 2,117,220 |
| ALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| ixed assets evestments | 6 | | | | 1,229,464 | 1,183,644 |
| Total fixed assets | Ū | | | | 1,229,464 | 1,183,644 |
| urrent assets | | | | | | |
| tocks and work-in-progress | _ | | | | 1,664 | 1,998 |
| ebtors vestments - City of Aberdeen Loans Fund | 7 8 | | | | 8,618 537,184 | 6,035 528,154 |
| ash at bank - Guildry Investment Account | 0 | | | | 400,000 | 400,000 |
| Total current assets | | | | | 947,466 | 936,187 |
| iabilities | | | | | | |
| reditors: Amounts falling due within one year | 9 | | | | (2,567) | (2,602) |
| Net current assets/(liabilities) | | | | | 944,899 | 933,585 |
| Net asset/(liabilities) | | | | | 2,174,363 | 2,117,229 |
| The funds of the charity Endowment funds Restricted income funds | | | | | | |
| Inrestricted income funds: | | | | | | |
| Unrestricted funds | | | | | 1,573,083 | 1,561,769 |
| Revaluation reserve Total unrestricted funds | | | | | 601,280 2,174,363 | 555,460 2,117,229 |
| | | | | | | |

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The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 | oth Coal Fund SC018531 Endowment Funds 2012/13 £ Q79253 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|-------------|---------------------------------------|--------------------------------|---|--------------------------------|--------------------------------|
| Incoming resources | <u>Note</u> | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 3 | 8 | | , | 8 | - 10 |
| Total incoming resources | | 8 | - | <u> </u> | 8 | 10 |
| Resources expended Charitable activities Governance costs | 4 5 | 329 | | , | - 329 | 4 |
| Total resources expended | | 329 | - | - | 329 | 10 |
| Net incoming/(outgoing) resources | | (321) | | | (321) | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (321) | _ | . | (321) | |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (321) | - | - | (321) | <u>.</u> |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | (321) | <u> </u> | 640 640 | 640 320 | 640 640 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments Total fixed assets | 6 | | | - | - | <u>.</u> |
| Current assets | | | | - | | |
| Stocks and work-in-progress Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | | - - 642 - | - - 644 - |
| Total current assets | | | | - | 642 | 644 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (322) | (4) |
| Net current assets/(liabilities) | | | | - | 320 | 640 |
| Net asset/(liabilities) | | | | - | 320 | 640 |
| The funds of the charity Endowment funds Restricted income funds | | | | | 640 - | 640 - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | (321) | - |
| Total unrestricted funds | | | | - | (321) | - |
| Total charity funds | | | | • | 320 | 640 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | | Miss | Jane Smith Tr | ust | |
|--|-------------|---------------------------------------|--------------------------------|---|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 | SC018534 Endowment Funds 2012/13 £ Q79254 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | <u>Note</u> | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 4 | | , | 4 | - 5 |
| Total incoming resources | | 4 | - | - | 4 | 5 |
| Resources expended Charitable activities | 4 | | | , | - | 5 |
| Governance costs | 5 | 323 | | | 323 | <u> </u> |
| Total resources expended | | 323 | - | - | 323 | 5 |
| Net incoming/(outgoing) resources Transfers | | (319) | | | (319) | - |
| Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (319) | - | - | (319) | |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (319) | | · · · · · · | (319) | <u>-</u> |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 305 (14) | - | - | 305 (14) | 305 305 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments Total fixed assets | 6 | | | , - | | - |
| Current assets Stocks and work-in-progress Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | , | - - 309 - | - - 310 - |
| Total current assets | | | | - | 309 | 310 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (323) | (5) |
| Net current assets/(liabilities) | | | | - | (14) | 305 |
| Net asset/(liabilities) | | | | - | (14) | 305 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | (14) | 305 - |
| Total unrestricted funds | | | | - | (14) | 305 |
| Total charity funds | | | | | (14) | 305 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | <u>Note</u> | Unrestricted Funds 2012/13 £ | | SC018536 Endowment Funds 2012/13 £ Q79123 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|-------------|---------------------------------------|---|---|--------------------------------|--------------------------------|
| Incoming resources | IVOIC | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 86 | | | - 86 | - 181 |
| Total incoming resources | | 86 | - | | 86 | 181 |
| Resources expended Charitable activities Governance costs | 4 5 | 389 | | | 389 | 4,587 112 |
| Total resources expended | | 389 | - | | 389 | 4,699 |
| Net incoming/(outgoing) resources | | (303) | | - | (303) | (4,518) |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (303) | - | | (303) | (4,518) |
| Other recognised gains/(losses) | | , , , , | | | · · · | |
| Gains/(losses) on investment assets Net movement in funds | | (303) | - | | (303) | (4,518) |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 6,644 6,342 | | - | 6,644 6,342 | 11,162 6,644 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments Total fixed assets | 6 | | | | <u> </u> | |
| Current assets Stocks and work-in-progress | 7 | | | • | | |
| Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | | 6,665 - | - 6,644 - |
| Total current assets | | | | - | 6,665 | 6,644 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (323) | - |
| Net current assets/(liabilities) | | | | | 6,342 | 6,644 |
| Net asset/(liabilities) | | | | | 6,342 | 6,644 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 6,342 | 6,644 - |
| Total unrestricted funds | | | | | 6,342 | 6,644 |
| Total charity funds | | | | • | 6,342 | 6,644 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | | John Mather SC018537 Endowment Funds 2012/13 £ Q79403 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|--------|---------------------------------------|----------|---|--------------------------------|--------------------------------|
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 1 | | ; | 1 | - 2 |
| Total incoming resources | | 1 | - | <u> </u> | 1 | 2 |
| Resources expended Charitable activities Governance costs | 4 5 | 112 | | | 112 | 2 |
| Total resources expended | | 112 | - | - | 112 | 2 |
| Net incoming/(outgoing) resources | | (111) | | - | (111) | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (111) | - | <u> </u> | (111) | <u> </u> |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (111) | <u> </u> | <u> </u> | - (111) | <u>-</u> |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 112 | - | <u>-</u> | 112 | 112 112 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments Total fixed assets | 6 | | | , - | | |
| Current assets | | | | - | | |
| Stocks and work-in-progress | 7 | | | , | - | - |
| Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | , | 113 | 114 - |
| Total current assets | | | | | 113 | 114 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (112) | (2) |
| Net current assets/(liabilities) | | | | | 1 | 112 |
| Net asset/(liabilities) | | | | - | 1 | 112 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 1 | 112 - |
| Total unrestricted funds | | | | • | 1 | 112 |
| Total charity funds | | | | | 1 | 112 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | | Sedlam Fund SC018538 Endowment Funds 2012/13 £ Q79236 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|-------------|---------------------------------------|----------|---|--------------------------------|--------------------------------|
| Incoming resources | <u>Note</u> | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 2 62 | | | 2 62 | 4 79 |
| Total incoming resources | | 64 | - | - | 64 | 83 |
| Resources expended Charitable activities Governance costs | 4 5 | 20 372 | | | 20 372 | 34 49 |
| Total resources expended | | 392 | - | | 392 | 83 |
| Net incoming/(outgoing) resources | | (328) | | - | (328) | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (328) | - | | (328) | 83 |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (328) | <u> </u> | | (328) | <u>-</u> |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 5,418 5,090 | <u> </u> | - | 5,418 5,090 | 5,335 5,418 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments Total fixed assets | 6 | | | | - | - |
| Current assets Stocks and work-in-progress Debtors | 7 | | | | . : | - |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | | 5,413 - | 4,868 - |
| Total current assets | | | | | 5,413 | 4,868 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (323) | (14) |
| Net current assets/(liabilities) | | | | | 5,090 | 4,854 |
| Net asset/(liabilities) | | | | • | 5,090 | 4,854 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | <u>-</u> - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 5,090 | 4,854 - |
| Total unrestricted funds | | | | - | 5,090 | 4,854 |
| Total charity funds | | | | • | 5,090 | 4,854 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

 $The \ financial \ statements \ \ were \ approved \ and \ authorised \ for \ issue \ by \ the \ trustees \ on \ \ldots \qquad and \ signed \ on \ their \ behalf \ by:$

| Charity name | | | Dr R | obert Beverid | ge | |
|---|-------------|---------------------------------------|--------------------------------|---|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 | SC018539 Endowment Funds 2012/13 £ Q79409 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds | | | | | | |
| Voluntary income Investment Income | 2 | 6 | | , | 6 | 7 |
| Total incoming resources | | 6 | - | | 6 | 7 |
| Resources expended | | | | | • | |
| Charitable activities Governance costs | 4 5 | 323 | | | - 323 | . 7 - |
| Total resources expended | | 323 | | | 323 | 7 |
| Net incoming/(outgoing) resources | | (317) | | - | (317) | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (317) | | | (317) | |
| | | (517) | | | (317) | |
| Other recognised gains/(losses) Gains/(losses) on investment assets | | | | | - | <u> </u> |
| Net movement in funds | | (317) | - | - | (317) | - |
| Reconciliation of funds Total funds brought forward | | 430 | | | 430 | 430 |
| Total funds carried forward | | 114 | - | - | 114 | 430 |
| BALANCE SHEET AS AT 31 MARCH | Nata | | | | | |
| Fixed assets | <u>Note</u> | | | | _ | |
| Investments Total fixed assets | 6 | | | | - | |
| Current assets | | | | - | | |
| Stocks and work-in-progress | _ | | | | | - |
| Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | • | 436 - | 437 - |
| Total current assets | | | | - | 436 | 437 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (322) | (7) |
| Net current assets/(liabilities) | | | | - | 114 | 430 |
| Net asset/(liabilities) | | | | - | 114 | 430 |
| The funds of the charity | | | | | | |
| Endowment funds Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 114 | 430 |
| Total unrestricted funds | | | | | 114 | 430 |
| Total charity funds | | | | - | 114 | 430 |
| | | | | • | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | Aberdeen Shipwrecked Seamen's Fund SC018540 | | | | | |
|---|--|----------------------------------|--------------------------------|-----------------|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 | Restricted Funds 2012/13 | | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | Note | | | Q13241 | | |
| - | | | | | | |
| Incoming resources from generated funds Voluntary income | 2 | | | 1 | | - |
| Investment Income | 3 | 1,008 | | ! | 1,008 | 1,261 |
| Total incoming resources | | 1,008 | - | <u> </u> | 1,008 | 1,261 |
| Resources expended | | | | | _ | |
| Charitable activities Governance costs | 4 5 | 1,106 | | , | - 1,106 | - 778 |
| Total resources expended | | 1,106 | - | - | 1,106 | 778 |
| Net incoming/(outgoing) resources | | (98) | | - | (98) | 483 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before | | | | | | |
| other recognised gains and losses | | (98) | - | - | (98) | 483 |
| Other recognised gains/(losses) Gains/(losses) on investment assets | | | | | | |
| Net movement in funds | | (98) | - | - | (98) | 483 |
| Reconciliation of funds | | | | | | |
| Total funds brought forward Total funds carried forward | | 78,323 78,226 | | | 78,323 78,226 | 77,840 78,323 |
| | | 10,220 | | | 70,220 | 70,020 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments | 6 | | | 1 | - | |
| Total fixed assets | Ū | | | | - | |
| Current assets | | | | | | |
| Stocks and work-in-progress Debtors | 7 | | | 1 | - | - |
| Investments - City of Aberdeen Loans Fund | 8 | | | | 78,548 | 78,323 |
| Cash at bank - Guildry Investment Account | | | | | - | - |
| Total current assets | | | | • | 78,548 | 78,323 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (323) | - |
| Net current assets/(liabilities) | | | | • | 78,226 | 78,323 |
| Net asset/(liabilities) | | | | - ! | 78,226 | 78,323 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds | | | | | 78,226 | 78,323 |
| Revaluation reserve Total unrestricted funds | | | | - | 78,226 | 78,323 |
| | | | | - | | |
| Total charity funds | | | | ! | 78,226 | 78,323 |
| These accounts have been prepared in accordance | o with | the Eineneiel C | lonarting Cta | ndard for Creat | lor Entition (a | ffootive Armil (|

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

 $The \ financial \ statements \ \ were \ approved \ and \ authorised \ for \ issue \ by \ the \ trustees \ on \ \ldots \qquad and \ signed \ on \ their \ behalf \ by:$

| Charity name | | Mrs Henrietta Wood | | | | |
|--|-------------|---------------------------------------|--------------------------------|---|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 | SC018541 Endowment Funds 2012/13 £ Q79509 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | <u>Note</u> | | | | | |
| Incoming resources from generated funds | | | | | | |
| Voluntary income Investment Income | 2 | 67 | | | - 67 | - 84 |
| Total incoming resources | | 67 | - | <u> </u> | 67 | 84 |
| Resources expended | | | | | | |
| Charitable activities Governance costs | 4 5 | 375 | | | - 375 | - 52 |
| Total resources expended | | 375 | - | | 375 | 52 |
| Net incoming/(outgoing) resources | | (308) | | - | (308) | 32 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (308) | | | (308) | 32 |
| Other recognised gains/(losses) | | (666) | | | (000) | |
| Gains/(losses) on investment assets | | (200) | | | - (000) | |
| Net movement in funds | | (308) | - | - | (308) | 32 |
| Reconciliation of funds Total funds brought forward | | 5,217 | | | 5,217 | 5,185 |
| Total funds carried forward | | 4,910 | - | - | 4,910 | 5,217 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments | 6 | | | | | _ |
| Total fixed assets | Ū | | | | - | - |
| Current assets | | | | | | |
| Stocks and work-in-progress Debtors | 7 | | | | • : | - |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | | 5,232 - | 5,217 - |
| Total current assets | | | | - | 5,232 | 5,217 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (322) | |
| Net current assets/(liabilities) | 9 | | | | 4,910 | 5,217 |
| Net asset/(liabilities) | | | | | 4,910 | 5,217 |
| The funds of the charity | | | | | 1,010 | 5,211 |
| Endowment funds Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 4,910 | 5,217 - |
| Total unrestricted funds | | | | | 4,910 | 5,217 |
| Total charity funds | | | | • | 4,910 | 5,217 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | Mary Duthie Williams | | | | |
|---|-------------|---------------------------------------|--------------------------------|---|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 | SC018542 Endowment Funds 2012/13 £ Q79240 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds | | | | _ | _ | |
| Voluntary income Investment Income | 2 | 51 | | , | - 51 | - 65 |
| Total incoming resources | | 51 | - | <u> </u> | 51 | 65 |
| Resources expended | | | | | - | |
| Charitable activities Governance costs | 4 5 | 363 | | | 363 | 25 40 |
| Total resources expended | | 363 | | | 363 | 65 |
| Net incoming/(outgoing) resources | | (312) | | - | (312) | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (312) | | · | (312) | <u> </u> |
| Other recognised gains/(losses) | | (0.2) | | | (0.12) | |
| Gains/(losses) on investment assets Net movement in funds | | (312) | | - | (312) | <u> </u> |
| Reconciliation of funds | | (312) | | - | (312) | |
| Total funds brought forward | | 2,988 | | 1,000 | 3,988 | 3,988 |
| Total funds carried forward | | 2,677 | - | 1,000 | 3,677 | 3,988 |
| BALANCE SHEET AS AT 31 MARCH | <u>Note</u> | | | | | |
| Fixed assets Investments | 6 | | | | | |
| Total fixed assets | | | | - | - | - |
| Current assets Stocks and work-in-progress | | | | _ | - | |
| Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | , | 3,999 - | 4,013 - |
| Total current assets | | | | - | 3,999 | 4,013 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (322) | (25) |
| Net current assets/(liabilities) | | | | - | 3,677 | 3,988 |
| Net asset/(liabilities) | | | | - | 3,677 | 3,988 |
| The funds of the charity Endowment funds Restricted income funds | | | | | 1,000 - | 1,000 - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 2,677 | 2,988 |
| Total unrestricted funds | | | | - | 2,677 | 2,988 |
| Total charity funds | | | | - | 3,677 | 3,988 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 | Restricted Funds 2012/13 | Watson's Tru SC018543 Endowment Funds 2012/13 £ Q79249 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|--------|----------------------------------|--------------------------------|--|--------------------------------|--------------------------------|
| Incoming resources | Note | | | Q13240 | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 66 | | , | - | - 84 |
| Total incoming resources | | 66 | - | | 66 | 84 |
| Resources expended Charitable activities Governance costs | 4 5 | 375 | | , | 375 | 32 52 |
| Total resources expended | | 375 | - | <u> </u> | 375 | 84 |
| Net incoming/(outgoing) resources | | (309) | | - | (309) | - |
| Transfers Gross transfers between funds | | | | | | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (309) | | | (309) | <u>-</u> |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (309) | - | - | (309) | <u>-</u> |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 2,156 1,848 | - | 3,000 | 5,156 4,848 | 5,156 5,156 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments Total fixed assets | 6 | | | , - | · . | <u>-</u> |
| Current assets Stocks and work-in-progress | _ | | | · | | - |
| Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | Í | 5,170 - | 5,188 - |
| Total current assets | | | | - | 5,170 | 5,188 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (322) | (32) |
| Net current assets/(liabilities) | | | | • | 4,848 | 5,156 |
| Net asset/(liabilities) | | | | - | 4,848 | 5,156 |
| The funds of the charity Endowment funds Restricted income funds | | | | | 3,000 | 3,000 - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 1,848 | 2,156 - |
| Total unrestricted funds | | | | - | 1,848 | 2,156 |
| Total charity funds | | | | | 4,848 | 5,156 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | | therine Rollan SC018544 Endowment Funds 2012/13 £ Q79203/204 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|--------|---------------------------------------|----------|--|--------------------------------|--------------------------------|
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 3 | 113 | | | 113 | - 140 |
| Total incoming resources | | 113 | - | | 113 | 140 |
| Resources expended Charitable activities Governance costs | 4 5 | 9 410 | | | 9 410 | 18 87 |
| Total resources expended | | 419 | - | | 419 | 105 |
| Net incoming/(outgoing) resources | | (306) | | - | (306) | 35 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (306) | - | | (306) | 35 |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (306) | - | - | (306) | - 35 |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 8,709 8,404 | <u>-</u> | - | 8,709 8,404 | 8,674 8,709 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments Total fixed assets | 6 | | | - | | - |
| Current assets Stocks and work-in-progress Debtors | 7 | | | | , : | - |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | | 8,735 - | 8,727 |
| Total current assets | | | | | 8,735 | 8,727 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (332) | (18) |
| Net current assets/(liabilities) | | | | | 8,404 | 8,709 |
| Net asset/(liabilities) | | | | | 8,404 | 8,709 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 8,404 | 8,709 - |
| Total unrestricted funds | | | | | 8,404 | 8,709 |
| Total charity funds | | | | • | 8,404 | 8,709 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 | eorge Ogilvie SC018545 Endowment Funds 2012/13 £ Q79402 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|--|-------------|---------------------------------------|--------------------------------|---|--------------------------------|--------------------------------|
| Incoming resources | <u>Note</u> | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 4 | | ; | 4 | - 6 |
| Total incoming resources | | 4 | - | <u> </u> | 4 | 6 |
| Resources expended Charitable activities Governance costs | 4 5 | 343 | | , | - 343 | - 6 |
| Total resources expended | | 343 | - | - | 343 | 6 |
| Net incoming/(outgoing) resources | | (339) | | - | (339) | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (339) | - | | (339) | - |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (339) | - | . - | (339) | - |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 343 | - | - | 343 | 343 343 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments | 6 | | | , | | _ |
| Total fixed assets | | | | - | - | - |
| Current assets Stocks and work-in-progress Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | , | - - - 347 - | - - 349 - |
| Total current assets | | | | - | 347 | 349 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (343) | (6) |
| Net current assets/(liabilities) | | | | - - | 4 | 343 |
| Net asset/(liabilities) | | | | - | 4 | 343 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 4 | 343 - |
| Total unrestricted funds | | | | - | 4 | 343 |
| Total charity funds | | | | - | 4 | 343 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 | Iollison Fund SC018546 Endowment Funds 2012/13 £ Q79507 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|--------|---------------------------------------|--------------------------------|---|--------------------------------|--------------------------------|
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 1 | | , | | - 1 |
| Total incoming resources | | 1 | - | <u> </u> | 1 | 1 |
| Resources expended Charitable activities Governance costs | 4 5 | (43) 53 | | , | (43) 53 | 1 |
| Total resources expended | | 10 | - | - | 10 | 1 |
| Net incoming/(outgoing) resources | | (9) | | - | (9) | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (9) | - | | (9) | <u> </u> |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (9) | | | <u> </u> | |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 3 (6) | 50 50 | <u> </u> | 53 44 | 53 53 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments Total fixed assets | 6 | | | , - | | |
| Current assets | | | | - | | |
| Stocks and work-in-progress Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | , | - - - 97 - | - - 96 - |
| Total current assets | | | | - - | 97 | 96 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (53) | (43) |
| Net current assets/(liabilities) | | | | - | 44 | 53 |
| Net asset/(liabilities) | | | | - | 44 | 53 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - 50 | - 50 |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | (6) | 3 |
| Total unrestricted funds | | | | - | (6) | 3 |
| Total charity funds | | | | • | 44 | 53 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Lt Col Charles M MacQuibban Memorial Fund SC018547 | | | | | | |
|--|--------|---|--------------------------------|--|--------------------------------|--------------------------------|--|--|
| Chanty number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 | Endowment Funds 2012/13 £ Q79251 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | | |
| Incoming resources | Note | | | | | | | |
| Incoming resources from generated funds | | | | | _ | | | |
| Voluntary income Investment Income | 2 | 20 | | ' | - 20 | - 25 | | |
| Total incoming resources | | 20 | - | | 20 | 25 | | |
| Resources expended | | | | i | _ | | | |
| Charitable activities Governance costs | 4 5 | 338 | | | 338 | 10 15 | | |
| Total resources expended | | 338 | | | 338 | 25 | | |
| Net incoming/(outgoing) resources | | (318) | | - | (318) | - | | |
| Transfers Gross transfers between funds | | | | | | - | | |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (318) | - | | (318) | | | |
| Other recognised gains/(losses) | | | | | | | | |
| Gains/(losses) on investment assets Net movement in funds | | (318) | - | - | (318) | - | | |
| Reconciliation of funds | | | | | | - | | |
| Total funds brought forward Total funds carried forward | | 1,531 1,214 | - | | 1,531 1,214 | 1,531 1,531 | | |
| BALANCE SHEET AS AT 31 MARCH | | | | | | | | |
| Fixed assets | Note | | | | | | | |
| Investments Total fixed assets | 6 | | | - | - | - | | |
| Current assets | | | | • | | | | |
| Stocks and work-in-progress Debtors | 7 | | | Í | . : | - | | |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | ļ | 1,560 - | 1,556 - | | |
| Total current assets | | | | • | 1,560 | 1,556 | | |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (346) | (25) | | |
| Net current assets/(liabilities) | | | | | 1,214 | 1,531 | | |
| Net asset/(liabilities) | | | | - | 1,214 | 1,531 | | |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - - | | |
| Unrestricted income funds: Unrestricted funds | | | | | 1,214 | 1,531 | | |
| Revaluation reserve Total unrestricted funds | | | | - | 1,214 | 1,531 | | |
| Total charity funds | | | | | 1,214 | 1,531 | | |
| rotal charty funds | | | | ! | 1,214 | 1,001 | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 | s Harvey Louti SC018548 Endowment Funds 2012/13 £ Q79128 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|--|-------------|---------------------------------------|--------------------------------|--|--------------------------------|--------------------------------|
| Incoming resources | <u>Note</u> | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 3 | 4 | | , | 4 | - 5 |
| Total incoming resources | | 4 | - | - | 4 | 5 |
| Resources expended Charitable activities Governance costs | 4 5 | 323 | | , | 323 | - |
| Total resources expended | | 323 | - | - | 323 | |
| Net incoming/(outgoing) resources | | (319) | | - | (319) | 5 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (319) | - | | (319) | 5 |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (319) | - | <u> </u> | (319) | - - 5 |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 328 10 | <u>-</u> | <u>-</u> | 328 10 | 323 328 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments Total fixed assets | 6 | | | , - - | | - |
| Current assets Stocks and work-in-progress Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | , | - - 332 | - - 328 - |
| Total current assets | | | | • | 332 | 328 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (322) | - |
| Net current assets/(liabilities) | | | | • | 10 | 328 |
| Net asset/(liabilities) | | | | - | 10 | 328 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 10 - | 328 - |
| Total unrestricted funds | | | | • | 10 | 328 |
| Total charity funds | | | | | 10 | 328 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | Captain Harvey Loutit | | | | | | |
|--|-------------|---------------------------------------|--------------------------------|---|--------------------------------|--------------------------------|--|--|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 | SC018549 Endowment Funds 2012/13 £ Q79127 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | | |
| Incoming resources | <u>Note</u> | | | | | | | |
| Incoming resources from generated funds | | | | | | | | |
| Voluntary income Investment Income | 2 | 445 | | | - - 445 | - 556 | | |
| Total incoming resources | | 445 | | | 445 | 556 | | |
| Resources expended | | | | | | | | |
| Charitable activities | 4 | 13,995 | | | 13,995 | - | | |
| Governance costs | 5 | 668 | | | 668 | 343 | | |
| Total resources expended | | 14,663 | - | | 14,663 | 343 | | |
| Net incoming/(outgoing) resources | | (14,218) | | - | (14,218) | 213 | | |
| Transfers Gross transfers between funds | | | | | - | - | | |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (14,218) | | | (14,218) | 213 | | |
| Other recognised gains/(losses) | | | | | | | | |
| Gains/(losses) on investment assets | | | | | | | | |
| Net movement in funds | | (14,218) | - | - | (14,218) | 213 | | |
| Reconciliation of funds | | | | | | - | | |
| Total funds brought forward Total funds carried forward | | 34,340 20,123 | 200 | - | 34,540 20,323 | 34,327 34,540 | | |
| BALANCE SHEET AS AT 31 MARCH | | | | | | | | |
| Fixed assets | Note | | | | | | | |
| Investments | 6 | | | | - | | | |
| Total fixed assets | | | | • | - | | | |
| Current assets Stocks and work-in-progress | | | | | | _ | | |
| Debtors | 7 | | | | | - | | |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | | 20,645 - | 34,540 - | | |
| Total current assets | | | | | 20,645 | 34,540 | | |
| Liabilities | | | | | | | | |
| Creditors: Amounts falling due within one year | 9 | | | | (322) | - | | |
| Net current assets/(liabilities) | | | | | 20,323 | 34,540 | | |
| Net asset/(liabilities) | | | | | 20,323 | 34,540 | | |
| The funds of the charity | | | | | | | | |
| Endowment funds Restricted income funds | | | | | 200 | 200 | | |
| Unrestricted income funds: Unrestricted funds | | | | | 20,123 | 34,340 | | |
| Revaluation reserve Total unrestricted funds | | | | | 20,123 | 34,340 | | |
| Total charity funds | | | | | 20,323 | 34,540 | | |
| | | | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 | Restricted Funds 2012/13 £ | ge of Don Full SC018551 Endowment Funds 2012/13 £ Q79011 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|-------------|----------------------------------|-------------------------------------|--|--------------------------------|--------------------------------|
| Incoming resources | <u>Note</u> | | | Q70011 | | |
| Incoming resources from generated funds | | | | | | |
| Voluntary income Investment Income | 2 | 11,317 | | | - 11,317 | - 15,550 |
| Total incoming resources | | 11,317 | - | | 11,317 | 15,550 |
| Resources expended | | | | | | |
| Charitable activities Sovernance costs | 4 5 | 1,827 | | | - 1,827 | - 1,362 |
| Total resources expended | | 1,827 | _ | | 1,827 | 1,362 |
| let incoming/(outgoing) resources | | 9,491 | | _ | 9,491 | 14,188 |
| ransfers Gross transfers between funds | | | | | - | · |
| let incoming/(outgoing) resources before | | | | | | |
| other recognised gains and losses | | 9,491 | - | - | 9,491 | 14,188 |
| Other recognised gains/(losses) | | | | | | - |
| Gains/(losses) on investment assets Net movement in funds | | 34,365 43,856 | | | 34,365 43,856 | 26,415 40,603 |
| | | | | | 12,222 | - |
| Reconciliation of funds Total funds brought forward | | 1,038,509 | | | 1,038,509 | 997,906 |
| Total funds carried forward | | 1,082,365 | - | - | 1,082,365 | 1,038,509 |
| SALANCE SHEET AS AT 31 MARCH | | | | | | |
| ixed assets | Note | | | | | |
| nvestments | 6 | | | | 922,498 | 888,133 |
| Total fixed assets | | | | | 922,498 | 888,133 |
| Current assets stocks and work-in-progress | | | | | _ | _ |
| ebtors | 7 | | | | | - |
| vestments - City of Aberdeen Loans Fund ash at bank - Guildry Investment Account | 8 | | | | 160,188 - | 150,376 - |
| Total current assets | | | | | 160,188 | 150,376 |
| Liabilities | 9 | | | | (200) | |
| creditors: Amounts falling due within one year | 9 | | | | (322) | - |
| Net current assets/(liabilities) | | | | | 159,866 | 150,376 |
| Net asset/(liabilities) | | | | | 1,082,364 | 1,038,509 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - |
| Inrestricted income funds: Unrestricted funds | | | | | 631,405 | 621,914 |
| Revaluation reserve Total unrestricted funds | | | | | 450,960 1,082,365 | 416,595 1,038,509 |
| Total charity funds | | | | | 1,082,365 | 1,038,509 |

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The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | Alexander Forbes of Morkeu | | | | | | |
|--|--------|---------------------------------------|-------------------------------------|---|--------------------------------|--------------------------------|--|--|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | SC018552 Endowment Funds 2012/13 £ Q79243 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | | |
| Incoming resources | Note | | | | | | | |
| Incoming resources from generated funds | | | | | _ | | | |
| Voluntary income Investment Income | 2 | 24 | | | - 24 | 30 | | |
| Total incoming resources | | 24 | | | 24 | 30 | | |
| Resources expended | | | | | _ | | | |
| Charitable activities Governance costs | 4 5 | 342 | | | 342 | - 19 | | |
| Total resources expended | | 342 | | <u>-</u> | 342 | 19 | | |
| Net incoming/(outgoing) resources | | (318) | | - | (318) | 11 | | |
| Transfers Gross transfers between funds | | | | | - | - | | |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (318) | | | (318) | 11 | | |
| Other recognised gains/(losses) | | | | | | | | |
| Gains/(losses) on investment assets Net movement in funds | | (318) | | | (318) | <u>-</u> 11 | | |
| Reconciliation of funds | | | | | | • | | |
| Total funds brought forward Total funds carried forward | | 1,676 1,359 | | 200 200 | 1,876 1,559 | 1,865 1,876 | | |
| BALANCE SHEET AS AT 31 MARCH | | | | | | | | |
| Fixed assets | Note | | | | | | | |
| Investments Total fixed assets | 6 | | | | <u> </u> | | | |
| Current assets | | | | • | | | | |
| Stocks and work-in-progress Debtors | 7 | | | | - | - | | |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | | 1,881 | 1,876 - | | |
| Total current assets | | | | - | 1,881 | 1,876 | | |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (322) | - | | |
| Net current assets/(liabilities) | | | | | 1,559 | 1,876 | | |
| Net asset/(liabilities) | | | | • | 1,559 | 1,876 | | |
| The funds of the charity Endowment funds Restricted income funds | | | | | 200 | 200 - | | |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 1,359 | 1,676 | | |
| Total unrestricted funds | | | | - | 1,359 | 1,676 | | |
| Total charity funds | | | | • | 1,559 | 1,876 | | |
| | | | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | | Miss Eli | za S Moir Bed SC018553 | quest | |
|---|--------|---------------------------------------|-------------------------------------|----------------------------------|--------------------------------|--------------------------------|
| Chanty number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | Endowment Funds 2012/13 £ Q79508 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds | | | | | | |
| Voluntary income Investment Income | 2 | 74 | | | - 74 | 93 |
| Total incoming resources | | 74 | - | | 74 | 93 |
| Resources expended | | | | i | _ | |
| Charitable activities Governance costs | 4 5 | 381 | | | 381 | 57 |
| Total resources expended | | 381 | - | <u> </u> | 381 | 57 |
| Net incoming/(outgoing) resources | | (307) | | - | (307) | 36 |
| Transfers Gross transfers between funds | | | | | | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (307) | - | - | (307) | 36 |
| Other recognised gains/(losses) | | | | | | - |
| Gains/(losses) on investment assets Net movement in funds | | (307) | - | | (307) | 36 |
| Reconciliation of funds | | | | | | - |
| Total funds brought forward Total funds carried forward | | 5,761 5,455 | | | 5,761 5,455 | 5,725 5,761 |
| BALANCE SHEET AS AT 31 MARCH | | · · · · · · · | | | • | <u> </u> |
| Fixed assets | Note | | | | | |
| Investments Total fixed assets | 6 | | | i - | <u>-</u> | <u>-</u> |
| Current assets | | | | • | | |
| Stocks and work-in-progress | _ | | | ı | | - |
| Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | ĺ | 5,777 - | 5,761 - |
| Total current assets | | | | , | 5,777 | 5,761 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (222) | |
| Net current assets/(liabilities) | 9 | | | , | 5,455 | 5,761 |
| Net asset/(liabilities) | | | | - | 5,455 | 5,761 |
| The funds of the charity | | | | • | | · |
| Endowment funds Restricted income funds | | | | | | |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 5,455 - | 5,761 - |
| Total unrestricted funds | | | | - | 5,455 | 5,761 |
| Total charity funds | | | | - | 5,455 | 5,761 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | | Sir The | omas Jaffrey's | Gift | |
|--|--------|---------------------------------------|-------------------------------------|---|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | SC018554 Endowment Funds 2012/13 £ Q79120 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | Note | | | Q79120 | | |
| Incoming resources from generated funds | | | | | | |
| Voluntary income Investment Income | 2 3 | 84 | | | - 84 | - 105 |
| Total incoming resources | | 84 | | - | 84 | 105 |
| Resources expended | | | | | _ | |
| Charitable activities Governance costs | 4 5 | 388 | | | 388 | - 65 |
| Total resources expended | | 388 | - | - | 388 | 65 |
| Net incoming/(outgoing) resources | | (304) | | - | (304) | 40 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (304) | | | (304) | 40 |
| Other recognised gains/(losses) Gains/(losses) on investment assets | | | | | | - |
| Net movement in funds | | (304) | - | - | (304) | 40 |
| Reconciliation of funds | | | | | | - |
| Total funds brought forward Total funds carried forward | | 1,515 1,212 | 5,000 5,000 | | 6,515 6,212 | 6,475 6,515 |
| | | 1,212 | 0,000 | | 0,212 | 0,010 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments | 6 | | | | | _ |
| Total fixed assets | ŭ | | | • | - | - |
| Current assets | | | | | | |
| Stocks and work-in-progress Debtors | 7 | | | | . : | - |
| Investments - City of Aberdeen Loans Fund | 8 | | | | 6,534 | 6,515 |
| Cash at bank - Guildry Investment Account | | | | | - | |
| Total current assets | | | | | 6,534 | 6,515 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (323) | - |
| Net current assets/(liabilities) | | | | | 6,212 | 6,515 |
| Net asset/(liabilities) | | | | | 6,212 | 6,515 |
| The funds of the charity | | | | | | |
| Endowment funds Restricted income funds | | | | | 5,000 | 5,000 |
| Unrestricted income funds: Unrestricted funds | | | | | 1,212 | 1,515 |
| Revaluation reserve Total unrestricted funds | | | | | - 1,212 | - 1,515 |
| Total charity funds | | | | | 6,212 | 6,515 |
| | | | | | -, | -,•.• |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | Miss Margaret Cumming Innes | | | | | |
|--|--------|---------------------------------------|-------------------------------------|---|--------------------------------|--------------------------------|--|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | SC018555 Endowment Funds 2012/13 £ Q79121 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | |
| Incoming resources | Note | | | | | | |
| Incoming resources from generated funds | | | | | | | |
| Voluntary income | 2 | | | | F - | - | |
| Investment Income | 3 | 46 | | | 46 | 58 | |
| Total incoming resources | | 46 | - | - | 46 | 58 | |
| Resources expended | | | | | F | | |
| Charitable activities Governance costs | 4 5 | 359 | | | 359 | - 36 | |
| Total resources expended | | 359 | | _ | 359 | 36 | |
| | | | | - | | | |
| Net incoming/(outgoing) resources | | (313) | | - | (313) | 22 | |
| Transfers Gross transfers between funds | | | | | - | - | |
| Net incoming/(outgoing) resources before | | (0.10) | | | (0.10) | | |
| other recognised gains and losses | | (313) | - | - | (313) | 22 | |
| Other recognised gains/(losses) Gains/(losses) on investment assets | | | | | _ | - | |
| Net movement in funds | | (313) | - | - | (313) | 22 | |
| Reconciliation of funds | | | | | | - | |
| Total funds brought forward Total funds carried forward | | 3,579 | | | 3,579 3,267 | 3,557 3,579 | |
| | | - 0,201 | | | 0,201 | 0,010 | |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | | |
| Fixed assets Investments | 6 | | | | F _ | _ | |
| Total fixed assets | Ū | | | | | | |
| Current assets | | | | | | | |
| Stocks and work-in-progress Debtors | 7 | | | | - | - | |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | | 3,589 | 3,579 - | |
| Total current assets | | | | | 3,589 | 3,579 | |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (322) | - | |
| Net current assets/(liabilities) | | | | | 3,267 | 3,579 | |
| Net asset/(liabilities) | | | | | 3,267 | 3,579 | |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - | |
| Unrestricted income funds: Unrestricted funds | | | | | 3,267 | 3,579 | |
| Revaluation reserve Total unrestricted funds | | | | | 3,267 | 3,579 | |
| Total charity funds | | | | | 3,267 | 3,579 | |
| . Sui. Siuriy lulus | | | | | 5,201 | 2,310 | |
| | | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | | Miss Ma | argaret C Han | nilton | |
|--|-------------|---------------------------------------|-------------------------------------|---|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | SC018556 Endowment Funds 2012/13 £ Q79126 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | <u>Note</u> | | | Q10120 | | |
| Incoming resources from generated funds | | | | | | |
| Voluntary income Investment Income | 2 | 12 | | | - 12 | - 15 |
| Total incoming resources | | 12 | - | | 12 | 15 |
| Resources expended | | | | | r | |
| Charitable activities Governance costs | 4 5 | 332 | | | 332 | 9 |
| Total resources expended | | 332 | - | - | 332 | 9 |
| Net incoming/(outgoing) resources | | (320) | | - | (320) | 6 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (320) | | - | (320) | 6 |
| Other recognised gains/(losses) Gains/(losses) on investment assets | | | | | | - |
| Net movement in funds | | (320) | - | - | (320) | - 6 |
| Reconciliation of funds | | | | | | - |
| Total funds brought forward Total funds carried forward | | 429 110 | 500 500 | | 929 610 | 923 929 |
| BALANCE SHEET AS AT 31 MARCH | | | | | | |
| Fixed assets | Note | | | | | |
| Investments | 6 | | | | <u> </u> | |
| Total fixed assets | | | | , | - | - |
| Current assets Stocks and work-in-progress | | | | | _ | - |
| Debtors | 7 | | | | F - | - |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | | 932 - | 929 - |
| Total current assets | | | | | 932 | 929 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (323) | - |
| Net current assets/(liabilities) | | | | | 610 | 929 |
| Net asset/(liabilities) | | | | | 610 | 929 |
| The funds of the charity | | | | | | |
| Endowment funds Restricted income funds | | | | | - 500 | - 500 |
| Unrestricted income funds: Unrestricted funds | | | | | 110 | 429 |
| Revaluation reserve Total unrestricted funds | | | | | 110 | 429 |
| Total charity funds | | | | | 610 | 929 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 | Jean Guild SC018557 Endowment Funds 2012/13 £ Q79202 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|--------|---------------------------------------|--------------------------------|--|--------------------------------|--------------------------------|
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 10 | | | - 10 | - 12 |
| Total incoming resources | | 10 | - | | 10 | 12 |
| Resources expended | | | | | _ | |
| Charitable activities Governance costs | 4 5 | 330 | | | 330 | 7 |
| Total resources expended | | 330 | - | - | 330 | 7 |
| Net incoming/(outgoing) resources | | (320) | | - | (320) | 5 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (320) | - | | (320) | 5 |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (320) | | | (320) | 5 |
| Reconciliation of funds | | (020) | | | (020) | - |
| Total funds brought forward Total funds carried forward | | 740 421 | _ | | 740 421 | 735 740 |
| BALANCE SHEET AS AT 31 MARCH | | | | | | |
| Fixed assets | Note | | | | | |
| Investments Total fixed assets | 6 | | | - | - | - |
| Current assets | | | | | | |
| Stocks and work-in-progress Debtors | 7 | | | Í | | - |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | 1 | 743 - | 740 - |
| Total current assets | | | | , | 743 | 740 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (323) | - |
| Net current assets/(liabilities) | | | | • | 421 | 740 |
| Net asset/(liabilities) | | | | - | 421 | 740 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds | | | | | 421 | 740 |
| Revaluation reserve Total unrestricted funds | | | | - | 421 | 740 |
| Total charity funds | | | | - | 421 | 740 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | C M Restricted Funds 2012/13 £ | L Werdmulle SC018558 Endowment Funds 2012/13 £ Q79130 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|--|--------|---------------------------------------|--------------------------------|---|--------------------------------|--------------------------------|
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 203 | | | 203 | - 255 |
| Total incoming resources | | 203 | - | | 203 | 255 |
| Resources expended Charitable activities Governance costs | 4 5 | 480 | | | - 480 | 98 157 |
| Total resources expended | | 480 | - | - | 480 | 255 |
| Net incoming/(outgoing) resources | | (277) | | - | (277) | - |
| Transfers Gross transfers between funds | | | | | | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (277) | | | (277) | |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (277) | | | (277) | <u>.</u> |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 12,492 12,216 | 3,250 3,250 | <u> </u> | 15,742 15,466 | 15,742 15,742 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments Total fixed assets | 6 | | | | | <u>-</u> |
| Current assets Stocks and work-in-progress Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | | - - - 15,788 - | - - 15,840 - |
| Total current assets | | | | | 15,788 | 15,840 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (323) | (98) |
| Net current assets/(liabilities) | | | | | 15,466 | 15,742 |
| Net asset/(liabilities) | | | | • | 15,466 | 15,742 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - 3,250 | - 3,250 |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 12,216 - | 12,492 - |
| Total unrestricted funds | | | | - | 12,216 | 12,492 |
| Total charity funds | | | | • | 15,466 | 15,742 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | Lady Durris SC018559 Endowment Funds 2012/13 £ Q79219/220 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|--------|---------------------------------------|-------------------------------------|---|--------------------------------|--------------------------------|
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 49 | | | - 49 | - 61 |
| Total incoming resources | | 49 | - | <u> </u> | 49 | 61 |
| Resources expended | | | | | F | |
| Charitable activities Governance costs | 4 5 | 350 | | | 350 | 11 35 |
| Total resources expended | | 350 | - | <u> </u> | 350 | 46 |
| Net incoming/(outgoing) resources | | (301) | | - | (301) | 15 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (301) | - | | (301) | 15 |
| Other recognised gains/(losses) Gains/(losses) on investment assets | | | | | | - |
| Net movement in funds | | (301) | - | - | (301) | 15 |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 3,791 3,490 | - | <u> </u> | 3,791 3,490 | 3,776 3,791 |
| BALANCE SHEET AS AT 31 MARCH | | | | | | |
| Fixed assets | Note | | | | F | |
| Investments Total fixed assets | 6 | | | | - | <u> </u> |
| Current assets Stocks and work-in-progress | | | | | _ | - |
| Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | | 3,823 - | 3,814 - |
| Total current assets | | | | | 3,823 | 3,814 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (333) | (23) |
| Net current assets/(liabilities) | | | | | 3,490 | 3,791 |
| Net asset/(liabilities) | | | | • | 3,490 | 3,791 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 3,490 | 3,791 |
| Total unrestricted funds | | | | - | 3,490 | 3,791 |
| Total charity funds | | | | • | 3,490 | 3,791 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | <u>Note</u> | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | anet Fordyce SC018560 Endowment Funds 2012/13 £ Q79229 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|--|-------------|---------------------------------------|-------------------------------------|--|--------------------------------|--------------------------------|
| Incoming resources | IVOIC | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 1 | | , | . 1 | - 1 - |
| Total incoming resources | | 1 | - | - | 1 | 1 |
| Resources expended Charitable activities Governance costs | 4 5 | 61 | | , | - - 61 | 1 |
| Total resources expended | | 61 | - | - | 61 | 1 |
| Net incoming/(outgoing) resources | | (60) | | - | (60) | - |
| Transfers Gross transfers between funds | | | | | | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (60) | - | - | (60) | |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (60) | - | | - (60) | - |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 60 | - | <u> </u> | 60 | 60 60 |
| BALANCE SHEET AS AT 31 MARCH | Nete | | | | | |
| Fixed assets Investments | Note 6 | | | , | | |
| Total fixed assets | 0 | | | - - | | <u> </u> |
| Current assets Stocks and work-in-progress Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | , | - - - 61 | - - 61 - |
| Total current assets | | | | - | 61 | 61 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (61) | (1) |
| Net current assets/(liabilities) | | | | - | (0) | 60 |
| Net asset/(liabilities) | | | | - | (0) | 60 |
| The funds of the charity Endowment funds Restricted income funds | | | | | | - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | - | 60 - |
| Total unrestricted funds | | | | - | • | 60 |
| Total charity funds | | | | • | - | 60 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

 $The \ financial \ statements \ \ were \ approved \ and \ authorised \ for \ issue \ by \ the \ trustees \ on \ \ldots \qquad and \ signed \ on \ their \ behalf \ by:$

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | Mrs Gibson SC018561 Endowment Funds 2012/13 £ Q79302 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|--------|---------------------------------------|-------------------------------------|--|--------------------------------|--------------------------------|
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 8 | | | F - 8 | - 8 |
| Total incoming resources | J | 8 | - | - | 8 | 8 |
| Resources expended | | | | | _ | |
| Charitable activities Governance costs | 4 5 | 228 | | | - 228 | - |
| Total resources expended | | 228 | | - | 228 | |
| Net incoming/(outgoing) resources | | (220) | | - | (220) | 8 |
| Transfers Gross transfers between funds | | | | | - | |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (220) | - | - | (220) | 8 |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (220) | - | - | (220) | - 8 |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 299 80 | - | - | 299 80 | 191 299 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments | 6 | | | | - | - |
| Total fixed assets | | | | | - | |
| Current assets Stocks and work-in-progress Debtors | 7 | | | | - | - |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | | 307 - | 199 - |
| Total current assets | | | | | 307 | 199 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (228) | - |
| Net current assets/(liabilities) | | | | | 80 | 199 |
| Net asset/(liabilities) | | | | | 80 | 199 |
| The funds of the charity Endowment funds Restricted income funds | | | | | : | : |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 80 | 199 |
| Total unrestricted funds | | | | | 80 | 199 |
| Total charity funds | | | | | 80 | 199 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Families of Fishermen & Seamen Lost at Sea SC018562 | | | | |
|--|-------------|--|-------------------------------------|--|--------------------------------|--------------------------------|
| | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | Endowment Funds 2012/13 £ Q79248 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | <u>Note</u> | | | Q73240 | | |
| Incoming resources from generated funds | | | | | | |
| Voluntary income Investment Income | 2 | 124 | | | - 124 | - 155 |
| Total incoming resources | | 124 | | - | 124 | 155 |
| Resources expended | | | | | _ | |
| Charitable activities Governance costs | 4 5 | 419 | | | - 419 | - 96 |
| Total resources expended | | 419 | _ | - | 419 | 96 |
| Net incoming/(outgoing) resources | | (295) | | - | (295) | 59 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (295) | | - | (295) | 59 |
| Other recognised gains/(losses) | | | | | | |
| Gains/(losses) on investment assets | | | | | - | |
| Net movement in funds | | (295) | - | - | (295) | 59 |
| Reconciliation of funds | | 0.005 | | | | |
| Total funds brought forward Total funds carried forward | | 9,635 9,341 | | | 9,635 9,341 | 9,576 9,635 |
| BALANCE SHEET AS AT 31 MARCH | NI-4- | | | | | |
| Fixed assets | Note | | | | | |
| Investments | 6 | | | | <u> </u> | <u> </u> |
| Total fixed assets | | | | • | <u>-</u> | |
| Current assets Stocks and work-in-progress | | | | | _ | _ |
| Debtors | 7 | | | | | - |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | | 9,663 | 9,635 - |
| Total current assets | | | | | 9,663 | 9,635 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (323) | - |
| Net current assets/(liabilities) | | | | | 9,341 | 9,635 |
| Net asset/(liabilities) | | | | • | 9,341 | 9,635 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 9,341 | 199 - |
| Total unrestricted funds | | | | - | 9,341 | 199 |
| Total charity funds | | | | | 9,341 | 199 |
| · | | | | | · | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | Old Abdn Soup Kitchen & Dalgarno Coal Fund SC018563 | | | | | | |
|--|-----------|--|-------------------------------------|----------|--------------------------------|--------------------------------|--|--|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | | Total Funds 2012/13 £ | Total Funds 2011/12 £ | | |
| Incoming resources | Note | | | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 4 | | j , | | - 6 | | |
| Total incoming resources | | 4 | - | | 4 | - 6 | | |
| Resources expended Charitable activities Governance costs | 4 5 | 345 | | , | - 345 | - 6 - | | |
| Total resources expended | | 345 | - | <u>-</u> | 345 | 6 | | |
| Net incoming/(outgoing) resources | | (341) | | - | (341) | - | | |
| Transfers Gross transfers between funds | | | | | - | - | | |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (341) | - | - | (341) | | | |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (341) | | | (341) | <u></u> | | |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 345 4 | - | - | 345 4 | 345 345 | | |
| BALANCE SHEET AS AT 31 MARCH | | | | | | | | |
| Fixed assets Investments Total fixed assets | Note 6 | | | , | <u>.</u> | | | |
| Current assets Stocks and work-in-progress Debtors Investments - City of Aberdeen Loans Fund | 7 8 | | | , | - - - 349 | - - 351 | | |
| Cash at bank - Guildry Investment Account Total current assets | | | | - | 349 | 351 | | |
| Liabilities | | | | • | | | | |
| Creditors: Amounts falling due within one year Net current assets/(liabilities) | 9 | | | - | (345) | 345 | | |
| Net asset/(liabilities) | | | | - | 4 | 345 | | |
| The funds of the charity | | | | • | <u> </u> | | | |
| Endowment funds Restricted income funds | | | | | - | - | | |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | - | 4 | 345 - | | |
| Total unrestricted funds | | | | - | 4 | 345 | | |
| Total charity funds | | | | | 4 | 345 | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | | orge Davidson SC018564 Endowment Funds 2012/13 £ Q79205 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|--|-------------|---------------------------------------|----------|---|--------------------------------|--------------------------------|
| Incoming resources | <u>Note</u> | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | | | , | - | - - |
| Total incoming resources | | | - | - | - | |
| Resources expended Charitable activities Governance costs | 4 5 | 6 | | , | . 6 | : |
| Total resources expended | | 6 | - | <u> </u> | 6 | |
| Net incoming/(outgoing) resources | | (6) | | - | (6) | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (6) | - | | (6) | |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (6) | <u> </u> | - | (6) | <u>-</u> |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 6 | <u> </u> | <u> </u> | 6 | 6 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments | 6 | | | , | , <u>-</u> | |
| Total fixed assets | | | | - | - | - |
| Current assets Stocks and work-in-progress Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | ; | - - - 6 | - - 6 |
| Total current assets | | | | - | 6 | 6 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (6) | - |
| Net current assets/(liabilities) | | | | - | (0) | 6 |
| Net asset/(liabilities) | | | | - | (0) | 6 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | | 6 |
| Total unrestricted funds | | | | - | - | 6 |
| Total charity funds | | | | - | - | 6 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | <u>Note</u> | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | James Reid SC018565 Endowment Funds 2012/13 £ Q79227 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|--|-------------|---------------------------------------|-------------------------------------|--|--------------------------------|--------------------------------|
| Incoming resources | | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 1 | | , | 1 | - 1 - |
| Total incoming resources | | 1 | - | - | 1 | 1 |
| Resources expended Charitable activities Governance costs | 4 5 | 44 | | , | - - 44 | 1 |
| Total resources expended | | 44 | - | - | 44 | 1 |
| Net incoming/(outgoing) resources | | (43) | | - | (43) | - |
| Transfers Gross transfers between funds | | | | | | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (43) | - | - | (43) | |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (43) | | <u>-</u> | (43) | <u>.</u> |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 43 | - | - | 43 | 43 |
| BALANCE SHEET AS AT 31 MARCH | | | | | | |
| Fixed assets | <u>Note</u> | | | | | |
| Investments Total fixed assets | 6 | | | - | - | - |
| Current assets Stocks and work-in-progress Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | , | - - - 47 - | - - 46 - |
| Total current assets | | | | - | 47 | 46 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (47) | (3) |
| Net current assets/(liabilities) | | | | • | 0 | 43 |
| Net asset/(liabilities) | | | | - | 0 | 43 |
| The funds of the charity Endowment funds Restricted income funds | | | | | : | : |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | - | 43 - |
| Total unrestricted funds | | | | • | - | 43 |
| Total charity funds | | | | - ' | - | 43 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

 $The \ financial \ statements \ \ were \ approved \ and \ authorised \ for \ issue \ by \ the \ trustees \ on \ \ldots \qquad and \ signed \ on \ their \ behalf \ by:$

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | John Anderso SC018566 Endowment Funds 2012/13 £ Q79125 | n Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|-------------|---------------------------------------|-------------------------------------|--|-------------------------------------|--------------------------------|
| Incoming resources | <u>Note</u> | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 20 | | | 20 | - 25 - |
| Total incoming resources | | 20 | - | - | 20 | 25 |
| Resources expended Charitable activities Governance costs | 4 5 | 339 | | , | 339 | 9 16 |
| Total resources expended | | 339 | - | - | 339 | 25 |
| Net incoming/(outgoing) resources | | (319) | | - | (319) | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (319) | - | <u> </u> | (319) | |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (319) | - | - | (319) | <u>-</u> |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 1,562 1,244 | - | - | 1,562 1,244 | 1,562 1,562 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments Total fixed assets | 6 | | | | <u>.</u> | - |
| Current assets | | | | - | | |
| Stocks and work-in-progress Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | , | 1,566 | - - 1,571 - |
| Total current assets | | | | | 1,566 | 1,571 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (322) | (9) |
| Net current assets/(liabilities) | | | | • | 1,244 | 1,562 |
| Net asset/(liabilities) | | | | | 1,244 | 1,562 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 1,244 | 1,562 - |
| Total unrestricted funds | | | | - | 1,244 | 1,562 |
| Total charity funds | | | | | 1,244 | 1,562 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | | John Burnett SC018567 Endowment Funds 2012/13 £ Q79301 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|--------|---------------------------------------|---|--|--------------------------------|--------------------------------|
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 5 | | , | - 5 | - 6 |
| Total incoming resources | | 5 | - | | 5 | 6 |
| Resources expended Charitable activities Governance costs | 4 5 | 323 | | | 323 | - 6 |
| Total resources expended | | 323 | - | - | 323 | 6 |
| Net incoming/(outgoing) resources | | (318) | | - | (318) | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (318) | - | | (318) | |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (318) | | | (318) | <u>:</u> _ |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 393 76 | - | - | 393 76 | 393 393 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments Total fixed assets | 6 | | | ! - | | <u>-</u> |
| Current assets Stocks and work-in-progress | | | | | | - |
| Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | ı | 415 - | 410 - |
| Total current assets | | | | , | 415 | 410 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (339) | (17) |
| Net current assets/(liabilities) | | | | • | 76 | 393 |
| Net asset/(liabilities) | | | | - | 76 | 393 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | : |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 76 | 393 - |
| Total unrestricted funds | | | | | 76 | 393 |
| Total charity funds | | | | - | 76 | 393 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

 $The \ financial \ statements \ \ were \ approved \ and \ authorised \ for \ issue \ by \ the \ trustees \ on \ \ldots \qquad and \ signed \ on \ their \ behalf \ by:$

| Charity name | | | Alexander | MacDonald's SC018568 | Bequest | |
|--|--------|---------------------------------------|-------------------------------------|----------------------------------|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | Endowment Funds 2012/13 £ Q79117 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds | | | | | | |
| Voluntary income Investment Income | 2 | 419 | | | - 419 | - 527 |
| Total incoming resources | | 419 | | | 419 | 527 |
| Resources expended | | | | | | |
| Charitable activities Governance costs | 4 5 | 648 | | | - 648 | 202 325 |
| Total resources expended | | 648 | - | | 648 | 527 |
| Net incoming/(outgoing) resources | | (229) | | - | (229) | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (229) | | | (229) | |
| Other recognised gains/(losses) | | (-7 | - | | | |
| Gains/(losses) on investment assets Net movement in funds | | (229) | | - | (229) | <u> </u> |
| Reconciliation of funds | | (==0) | | | (===) | |
| Total funds brought forward Total funds carried forward | | 32,545 32,317 | | - | 32,545 32,317 | 32,545 32,545 |
| BALANCE SHEET AS AT 31 MARCH | | 32,317 | | | 32,317 | 32,343 |
| Fixed assets | Note | | | | | |
| Investments | 6 | | | | <u> </u> | |
| Total fixed assets | | | | | - | - |
| Current assets Stocks and work-in-progress | | | | | _ | _ |
| Debtors Investments - City of Aberdeen Loans Fund | 7 8 | | | | 5 - 32,639 | - 32,545 |
| Cash at bank - Guildry Investment Account | 0 | | | | - | - |
| Total current assets | | | | | 32,639 | 32,545 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (323) | - |
| Net current assets/(liabilities) | | | | • | 32,317 | 32,545 |
| Net asset/(liabilities) | | | | | 32,317 | 32,545 |
| The funds of the charity Endowment funds | | | | | | |
| Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 32,317 | 32,545 |
| Total unrestricted funds | | | | | 32,317 | 32,545 |
| Total charity funds | | | | | 32,317 | 32,545 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | | Sir / | Alex Lyon Tru | ıst | |
|---|--------|---------------------------------------|-------------------------------------|---|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | SC018569 Endowment Funds 2012/13 £ Q79122 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds | | | | | | |
| Voluntary income Investment Income | 2 | 45 | | | - 45 | - 56 |
| Total incoming resources | | 45 | | | 45 | 56 |
| Resources expended | | | | | _ | |
| Charitable activities Governance costs | 4 5 | 358 | | | - 358 | - 34 |
| Total resources expended | | 358 | - | - | 358 | 34 |
| Net incoming/(outgoing) resources | | (313) | | - | (313) | 22 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (313) | - | | (313) | 22 |
| Other recognised gains/(losses) | | | | | | |
| Gains/(losses) on investment assets Net movement in funds | | (313) | | - | (313) | <u>-</u> 22 |
| Reconciliation of funds | | (0.0) | | | (5.5) | <u> </u> |
| Total funds brought forward | | 833 | 2,632 | | 3,465 | 3,443 |
| Total funds carried forward | | 521 | 2,632 | | 3,153 | 3,465 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments | 6 | | | | F _ | _ |
| Total fixed assets | Ů | | | | - | |
| Current assets | | | | | | |
| Stocks and work-in-progress Debtors | 7 | | | | - | - |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | | 3,475 - | 3,465 - |
| Total current assets | | | | | 3,475 | 3,465 |
| Liabilities | | | | | · · · | |
| Creditors: Amounts falling due within one year | 9 | | | | (322) | - |
| Net current assets/(liabilities) | | | | | 3,153 | 3,465 |
| Net asset/(liabilities) | | | | | 3,153 | 3,465 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - 2,632 | - 2,632 |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 521 | 833 |
| Total unrestricted funds | | | | | 521 | 833 |
| Total charity funds | | | | | 3,153 | 3,465 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | John Clark SC018570 Endowment Funds 2012/13 £ Q79502 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|--|-------------|---------------------------------------|-------------------------------------|--|--------------------------------|--------------------------------|
| Incoming resources | <u>Note</u> | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 55 | | | - 55 | - 68 |
| Total incoming resources | | 55 | - | | 55 | 68 |
| Resources expended Charitable activities Governance costs | 4 5 | 365 | | ı | - 365 | - 42 |
| Total resources expended | | 365 | - | | 365 | 42 |
| Net incoming/(outgoing) resources | | (310) | | - | (310) | 26 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (310) | - | <u> </u> | (310) | 26 |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (310) | <u>-</u> | - | (310) | |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | 4,248 3,939 | - | - | 4,248 3,939 | 4,222 4,248 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets Investments | 6 | | | ! | , <u>.</u> | _ |
| Total fixed assets | · · | | | . | - | - |
| Current assets Stocks and work-in-progress Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | 1 | - - - 4,261 - | - - 4,248 - |
| Total current assets | | | | | 4,261 | 4,248 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (322) | - |
| Net current assets/(liabilities) | | | | • | 3,939 | 4,248 |
| Net asset/(liabilities) | | | | - | 3,939 | 4,248 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 3,939 | 4,248 - |
| Total unrestricted funds | | | | • | 3,939 | 4,248 |
| Total charity funds | | | | - ! | 3,939 | 4,248 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

 $The \ financial \ statements \ \ were \ approved \ and \ authorised \ for \ issue \ by \ the \ trustees \ on \ \ldots \qquad and \ signed \ on \ their \ behalf \ by:$

| Charity name | | | Alexande | er Webster's B | equest | |
|---|-------------|---------------------------------------|-------------------------------------|---|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | SC018571 Endowment Funds 2012/13 £ Q79118 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds | | | | | _ | |
| Voluntary income Investment Income | 2 | 233 | | | - 233 | - 291 |
| Total incoming resources | | 233 | - | | 233 | 291 |
| Resources expended | | | | | - | |
| Charitable activities Governance costs | 4 5 | 504 | | | 504 | 180 |
| Total resources expended | | 504 | | | 504 | 180 |
| Net incoming/(outgoing) resources | | (271) | | - | (271) | 111 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (271) | | | (271) | 111 |
| Other recognised gains/(losses) | | | | | · · · · · · | |
| Gains/(losses) on investment assets Net movement in funds | | (271) | | - | (271) | <u>-</u> 111 |
| Reconciliation of funds | | (271) | | | (=: :) | |
| Total funds brought forward Total funds carried forward | | 4,922 4,652 | 13,143 13,143 | | 18,065 17,795 | 17,954 18,065 |
| BALANCE SHEET AS AT 31 MARCH | | 4,032 | 13, 143 | | 17,795 | 10,005 |
| | <u>Note</u> | | | | | |
| Fixed assets Investments | 6 | | | | | |
| Total fixed assets | | | | | - | - |
| Current assets Stocks and work-in-progress | | | | | - | - |
| Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | | - 18,117 - | - 18,065 - |
| Total current assets | | | | | 18,117 | 18,065 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (323) | - |
| Net current assets/(liabilities) | | | | | 17,795 | 18,065 |
| Net asset/(liabilities) | | | | | 17,795 | 18,065 |
| The funds of the charity | | | | | | |
| Endowment funds Restricted income funds | | | | | 13,143 | 13,143 |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 4,652 | 4,922 |
| Total unrestricted funds | | | | | 4,652 | 4,922 |
| Total charity funds | | | | • | 17,795 | 18,065 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | | Sir Ja | mes Murray's | Gift | |
|--|-------------|---------------------------------------|-------------------------------------|---|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | SC018573 Endowment Funds 2012/13 £ Q79119 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | <u>Note</u> | | | Q/9119 | | |
| Incoming resources from generated funds | | | | | | |
| Voluntary income Investment Income | 2 3 | 100 | | | 100 | - 125 |
| Total incoming resources | | 100 | - | | 100 | 125 |
| Resources expended | | | | | _ | |
| Charitable activities Governance costs | 4 5 | 401 | | | - 401 | - 77 |
| Total resources expended | | 401 | - | - | 401 | 77 |
| Net incoming/(outgoing) resources | | (301) | | - | (301) | 48 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (301) | | | (301) | 48 |
| Other recognised gains/(losses) | | | | | | _ |
| Gains/(losses) on investment assets | | (204) | | | (204) | - 40 |
| Net movement in funds | | (301) | - | - | (301) | 48 |
| Reconciliation of funds Total funds brought forward | | 2,776 | 5,000 | | 7,776 | 7,728 |
| Total funds carried forward | | 2,476 | 5,000 | - | 7,476 | 7,776 |
| BALANCE SHEET AS AT 31 MARCH | Nata | | | | | |
| Fixed assets | Note | | | | _ | |
| Investments Total fixed assets | 6 | | | | <u>-</u> | - |
| Current assets | | | | • | | |
| Stocks and work-in-progress | | | | | | - |
| Debtors Investments - City of Aberdeen Loans Fund | 7 8 | | | | - 7.798 | - 7,776 |
| Cash at bank - Guildry Investment Account | | | | | - | - |
| Total current assets | | | | | 7,798 | 7,776 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (322) | - |
| Net current assets/(liabilities) | | | | | 7,476 | 7,776 |
| Net asset/(liabilities) | | | | | 7,476 | 7,776 |
| The funds of the charity | | | | | | |
| Endowment funds Restricted income funds | | | | | - 5,000 | 5,000 |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 2,476 | 2,776 |
| Total unrestricted funds | | | | | 2,476 | 2,776 |
| Total charity funds | | | | • | 7,476 | 7,776 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | | Robert | Anderson Bed SC018576 | quest | |
|---|-----------|---------------------------------------|-------------------------------------|--|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | Endowment Funds 2012/13 £ Q79124 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | Note | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | 1 | | , | - 1 | - 1 |
| Total incoming resources | | 1 | - | | 1 | 1 |
| Resources expended Charitable activities Governance costs | 4 5 | 73 | | ; | - 73 | - |
| Total resources expended | | 73 | - | - | 73 | |
| Net incoming/(outgoing) resources | | (72) | | - | (72) | 1 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (72) | _ | | (72) | 1 |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | (72) | | <u> </u> | - (72) | <u>-</u> |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | | | | 72 | 71 72 |
| BALANCE SHEET AS AT 31 MARCH | Noto | | | | | |
| Fixed assets Investments Total fixed assets | Note 6 | | | , | <u>.</u> | <u>-</u> |
| Current assets Stocks and work-in-progress Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account Total current assets | 7 8 | | | ; | - - 73 - | - - 72 - |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (73) | |
| Net current assets/(liabilities) | J | | | - | (0) | 72 |
| Net asset/(liabilities) | | | | - | (0) | 72 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - - | - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | - | 72 - |
| Total unrestricted funds | | | | - | - | 72 |
| Total charity funds | | | | | - | 72 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | | Former He | ealth Dept Priz | e Fund | |
|---|--------|---------------------------------------|-------------------------------------|-----------------------|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | Funds 2012/13 £ | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| | Note | | | Q79510 | | _ |
| Incoming resources | | | | | | - |
| Incoming resources from generated funds | | | | | | - |
| Voluntary income Investment Income | 2 | 40 | | , | - | - 50 |
| investment income | 3 | 40 | | | 40 | |
| Total incoming resources | | 40 | - | - | 40 | 50 |
| Resources expended | | | | , | , | - |
| Charitable activities Governance costs | 4 5 | 354 | | · | - 354 | - 31 |
| Total resources expended | | 354 | | _ | 354 | 24 |
| Total resources expended | | | | | 354 | 31 |
| Net incoming/(outgoing) resources | | (314) | | - | (314) | 19 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before | | | | | | |
| other recognised gains and losses | | (314) | | - | (314) | 19 |
| Other recognised gains/(losses) | | | | | | - |
| Gains/(losses) on investment assets Net movement in funds | | (314) | | | (314) | 19 |
| Decenciliation of funds | | | | | | - |
| Reconciliation of funds Total funds brought forward | | 3,010 | | 100 | 3,110 | 3,091 |
| Total funds carried forward | | 2,697 | - | 100 | 2,797 | 3,110 |
| BALANCE SHEET AS AT 31 MARCH | | | | | | |
| Fixed assets | Note | | | | | |
| Investments | 6 | | | • | | |
| Total fixed assets | | | | - | - | - |
| Current assets Stocks and work-in-progress | | | | | | _ |
| Debtors | 7 | | | | | - |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | ' | 3,119 | 3,110 |
| • | | | | | | |
| Total current assets | | | | - | 3,119 | 3,110 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (322) | - |
| Net current assets/(liabilities) | | | | • | 2,797 | 3,110 |
| Net asset/(liabilities) | | | | - | 2,797 | 3,110 |
| The funds of the charity Endowment funds Restricted income funds | | | | | 100 - | 100 - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 2,697 | 3,010 |
| Total unrestricted funds | | | | - | 2,697 | 3,010 |
| Total charity funds | | | | - | 2,797 | 3,110 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | | Brid | ge of Dee Fur SC021297 | nd | |
|---|-------------|---------------------------------------|-------------------------------------|---------------------------|--------------------------------|--------------------------------|
| Charity number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | <u>Note</u> | | | Q13012 | | - |
| Incoming resources from generated funds | | | | | | _ |
| Voluntary income Investment Income | 2 | 449 | | | - 449 | - 562 |
| Total incoming resources | | 449 | | | 449 | 562 |
| Resources expended | | | | | | - |
| Charitable activities Governance costs | 4 5 | 672 | | | - 672 | - 347 |
| Total resources expended | | 672 | - | | 672 | 347 |
| Net incoming/(outgoing) resources | | (223) | | - | (223) | 215 |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | (223) | | | (223) | 215 |
| | | (220) | | | (220) | - |
| Other recognised gains/(losses) Gains/(losses) on investment assets | | | | | | |
| Net movement in funds | | (223) | - | - | (223) | 215 |
| Reconciliation of funds Total funds brought forward | | 34,879 | | | 34,879 | - 34,664 |
| Total funds carried forward | | 34,657 | - | - | 34,657 | 34,879 |
| BALANCE SHEET AS AT 31 MARCH | Nista | | | | | |
| Fixed assets | <u>Note</u> | | | | _ | |
| Investments Total fixed assets | 6 | | | | <u>-</u> | |
| Current assets | | | | • | | |
| Stocks and work-in-progress | 7 | | | | - | - |
| Debtors Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 7 8 | | | | 34,980 - | 34,879 - |
| Total current assets | | | | | 34,980 | 34,879 |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | | (323) | - |
| Net current assets/(liabilities) | | | | | 34,657 | 34,879 |
| Net asset/(liabilities) | | | | - | 34,657 | 34,879 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - - | - - |
| Unrestricted income funds: Unrestricted funds | | | | | 34,657 | 34,879 |
| Revaluation reserve Total unrestricted funds | | | | - | 34,657 | 34,879 |
| Total charity funds | | | | | 34,657 | 34,879 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

 $The \ financial \ statements \ \ were \ approved \ and \ authorised \ for \ issue \ by \ the \ trustees \ on \ \ldots \qquad and \ signed \ on \ their \ behalf \ by:$

| Charity name Charity number | | City of | Aberdeen R | elay Scheme SC021305 | Charitable ⁻ | Γrust |
|---|-------------|---------------------------------------|-------------------------------------|-------------------------|--------------------------------|--------------------------------|
| Chanty number | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | Note | | | Q10200 | | - |
| Incoming resources from generated funds | | | | | | - |
| Voluntary income Investment Income | 2 | 9 | | | 9 | - 12 |
| Total incoming resources | J | 9 | - | - | 9 | 12 |
| Resources expended | | | | | | _ |
| Charitable activities Governance costs | 4 5 | 330 | | ĺ | - 330 | 5 7 |
| Total resources expended | | 330 | - | - | 330 | 12 |
| Net incoming/(outgoing) resources | | (321) | | - | (321) | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before | | (224) | | | (224) | |
| other recognised gains and losses | | (321) | - | - | (321) | - |
| Other recognised gains/(losses) Gains/(losses) on investment assets | | | | | _ | - |
| Net movement in funds | | (321) | - | - | (321) | |
| Reconciliation of funds | | | | | | - |
| Total funds brought forward Total funds carried forward | | 710 390 | | | 710 390 | 710 710 |
| BALANCE SHEET AS AT 31 MARCH | NI-4- | | | | | |
| Fixed assets | <u>Note</u> | | | | | |
| Investments Total fixed assets | 6 | | | , | - | - |
| Current assets | | | | • | | |
| Stocks and work-in-progress | | | | i | | - |
| Debtors Investments - City of Aberdeen Loans Fund | 7 8 | | | | - 712 | - 715 |
| Cash at bank - Guildry Investment Account | | | | | - | - |
| Total current assets | | | | • | 712 | 715 |
| Liabilities | • | | | | (000) | (=) |
| Creditors: Amounts falling due within one year | 9 | | | - | (323) | (5) |
| Net current assets/(liabilities) | | | | | 390 | 710 |
| Net asset/(liabilities) | | | | - | 390 | 710 |
| The funds of the charity Endowment funds Restricted income funds | | | | | - - | - - |
| Unrestricted income funds: Unrestricted funds Revaluation reserve | | | | | 390 | 710 |
| Total unrestricted funds | | | | | 390 | 710 |
| Total charity funds | | | | . | 390 | 710 |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | | | Cowdray H | all & Art Muse SC018574 | um Trust | |
|---|-------------|----------------------------------|-------------------------------------|------------------------------------|--------------------------------|--------------------------------|
| | | Unrestricted Funds 2012/13 | Restricted Funds 2012/13 £ | Endowment Funds 2012/13 £ | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | <u>Note</u> | | | | | - |
| - | | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | | | | | - |
| Total incoming resources | | | - | | - | <u> </u> |
| Resources expended | | | | | | - |
| Charitable activities Governance costs | 4 5 | | | ! | | - |
| Total resources expended | | | - | | - | |
| Net incoming/(outgoing) resources | | - | | - | - | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | | | | | |
| Other recognised as inc//lesses | | , | • | | | - |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | | | | | <u>:</u> |
| | | | | | | - |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | | | | - | <u> </u> |
| BALANCE SHEET AS AT 31 MARCH | | | | | | |
| Fixed assets | Note | | | | | |
| Investments | 6 | | | 1 | <u> </u> | |
| Total fixed assets | | | | - | - | |
| Current assets Stocks and work-in-progress | | | | | _ | _ |
| Debtors | 7 | | | 1 | | - |
| Investments - City of Aberdeen Loans Fund Cash at bank - Guildry Investment Account | 8 | | | | - | - |
| Total current assets | | | | , | - | |
| Liabilities | | | | | - | |
| Creditors: Amounts falling due within one year | 9 | | | , | - | |
| Net current assets/(liabilities) | | | | | - | |
| Net asset/(liabilities) | | | | ļ | - | |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | - |
| Unrestricted income funds: Unrestricted funds | | | | | _ | - |
| Revaluation reserve | | | | , | | |
| Total unrestricted funds | | | | , | | |
| Total charity funds | | | | ļ | - | |
| | | | | | | |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name Charity number | Aberdeen Art Gallery Trus SC018575 | | | | | |
|---|---------------------------------------|---------------------------------------|-------------------------------------|-----------------|--------------------------------|--------------------------------|
| orany name. | | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Incoming resources | Note | | | | | - |
| - | | | | | | |
| Incoming resources from generated funds Voluntary income Investment Income | 2 | | | | | - |
| Total incoming resources | | | - | | | - |
| Paraurana aumanda d | | | | | | |
| Resources expended Charitable activities Governance costs | 4 5 | | | j | | - |
| Total resources expended | | | - | | | |
| Net incoming/(outgoing) resources | | - | | - | - | - |
| Transfers Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before other recognised gains and losses | | | | | | <u>-</u> |
| | | , | • | | | - |
| Other recognised gains/(losses) Gains/(losses) on investment assets Net movement in funds | | | | | <u>-</u> | |
| | | | | | | - |
| Reconciliation of funds Total funds brought forward Total funds carried forward | | | | | | |
| BALANCE SHEET AS AT 31 MARCH | | | | | | |
| | Note | | | | | |
| Fixed assets Investments | 6 | | | 1 | - | - |
| Total fixed assets | | | | | - | |
| Current assets | | | | | | |
| Stocks and work-in-progress Debtors | 7 | | | ļ | • [| - |
| Investments - City of Aberdeen Loans Fund | 8 | | | İ | - | - |
| Cash at bank - Guildry Investment Account | | | | | - | - |
| Total current assets | | | | - | • | - |
| Liabilities Creditors: Amounts falling due within one year | 9 | | | ı | - | - |
| Net current assets/(liabilities) | | | | , | | |
| Net asset/(liabilities) | | | | - | - | - |
| The funds of the charity Endowment funds Restricted income funds | | | | | - | : |
| Unrestricted income funds: Unrestricted funds | | | | | _ | _ |
| Revaluation reserve Total unrestricted funds | | | | - | | |
| rotal unlestricted lunds | | | | | | |
| Total charity funds | | | | | | |
| These accounts have been prepared in accordance | e with | the Financial F | Reporting Sta | ndard for Small | ler Entities (e | effective Anni |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

| Charity name | | | | Total | | |
|--|------|----------------------------------|---------|-------------------------------|---------------------------|---------------------------|
| Charity number | | Unrestricted Funds 2012/13 | 2012/13 | Endowment Funds 2012/13 | Total Funds 2012/13 | Total Funds 2011/12 |
| | | £ | | £ | £ | £ |
| Incoming recourses | Note | | | | - | - |
| Incoming resources | | | | | - | - |
| Incoming resources from generated funds | 0 | | | | - | - |
| Voluntary income Investment Income | 2 | | | | 495 45,273 | 806 54,045 |
| Total incoming resources | | | _ | - | 45,768 | 54,851 |
| Bassimass synanded | | | | | - | |
| Resources expended Charitable activities | 4 | | | | - 19,443 | - 12,144 |
| Governance costs | 5 | | | | 30,156 | 15,754 |
| Total resources expended | | | - | - | 49,598 | 27,898 |
| Net incoming/(outgoing) resources | | - | | - | - (3,831) | 26,953 |
| Transfers | | | | | - | - |
| Gross transfers between funds | | | | | - | - |
| Net incoming/(outgoing) resources before | | | | | - | - |
| other recognised gains and losses | | | - | - | (3,831) | 26,953 |
| Other recognised gains/(losses) | | | | | - | - |
| Gains/(losses) on investment assets | | | | | 80,185 | 61,635 |
| Net movement in funds | | | - | - | 76,354 | 88,588 |
| Reconciliation of funds | | | | | - | - |
| Total funds brought forward Total funds carried forward | | | | | 3,463,621 3,539,975 | 2,902,831 2,991,419 |
| rotal fanas carried forward | | | | | 0,000,010 | 2,001,410 |
| BALANCE SHEET AS AT 31 MARCH | Note | | | | | |
| Fixed assets | HOLO | | | | | |
| Investments Total fixed assets | 6 | | | | 2,151,962 2,151,962 | 2,071,777 |
| Total likeu assets | | | | | 2,131,902 | 2,071,777 |
| Current assets | | | | | 1 664 | 4 000 |
| Stocks and work-in-progress Debtors | 7 | | | | 1,664 8,618 | 1,998 6,035 |
| Investments - City of Aberdeen Loans Fund | 8 | | | | 992,268 | 986,092 |
| Cash at bank - Guildry Investment Account | | | | | 400,000 | 400,000 |
| Total current assets | | | | | 1,402,550 | 1,394,125 |
| Liabilities | | | | | | |
| Creditors: Amounts falling due within one year | 9 | | | | (14,530) | (2,945) |
| Net current assets/(liabilities) | | | | | 1,388,020 | 1,391,180 |
| Net asset/(liabilities) | | | | | 3,539,982 | 3,462,957 |
| The funds of the charity | | | | | | |
| Endowment funds Restricted income funds | | | | | 4,940 29,775 | 4,940 29,775 |
| Unrestricted income funds: | | | | | - | |
| Unrestricted funds | | | | | 2,453,020 | 2,456,187 |
| Revaluation reserve Total unrestricted funds | | | | | 1,052,240 3,505,260 | 972,055 3,428,242 |
| Table Base Co. | | | | | | |
| Total charity funds | | | | | 3,539,975 | 3,462,957 |

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

1 - Accounting policies

Accounting convention

The accounts are prepared under the historical cost convention, and include the results of the Trusts' operations, all of which are continuing.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) issued in March 2005, and comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

Going concern

The accounts have been prepared under the going concern concept on the basis that Trustees have considered it and are satisfied that the going concern concept is appropriate.

Recognition of revenue and expenditure

All income and expenditure due to be paid or received in respect of the year ended 31 March 2013 has been provided for within these accounts.

Incoming resources

Incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. All incoming resources are in relation to unrestricted funds.

Income from investments is included in the Statement of Financial Activities in the year in which it is receivable.

Resources expended

Liabilities are recognised when the charity has an obligation to make payment to a third party.

Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of any irrecoverable VAT.

Expenditure is directly attributed to the relevant category in the Statement of Financial Activities where practical. Other expenditure is allocated on a prorata basis on the basis of the size of the fund.

1 - Accounting policies (continued)

Resources expended (continued)

Governance costs include those costs incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Funds

Unrestricted funds include incoming resources receivable or generated for the objects of the charity without specified purpose and are available as general funds. These funds can be used in accordance with the charitable objects at the discretion of the directors.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the Trustees Annual Report.

Endowment funds represent those Assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund. These funds are to be used in accordance with the specific restrictions imposed by donors.

Taxation

The Trusts are recognised by HM Revenue and Customs as a charities and as a consequence of the tax reliefs available, income is not liable to taxation.

Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluation and disposals throughout the year.

Trustee Remuneration and Staff Costs

The Trusts have no employees. None of the Trustees received any remuneration for their services, nor were they reimbursed for any expenses during the year.

1 - Accounting policies (continued)

Interest & Management Charges

Interest & Management Charges are not treated at Debtors/Creditors but are treated as adjustments within the balances held by the Aberdeen City Council Loans Fund.

Interest is applied to the charity accounts gross of income tax based on an annual interest rate received from banks on funds invested by Aberdeen City Council on behalf of the charities during the year.

Management charges are 1% of the loans fund held at the start of the year where the balance is over £500.

Stock Policy

Stock consists of goods purchased for distribution to new members on their entry to the Guildry. Stocks are valued at the lower of cost or new realisable value.

| Charity name Charity number | Unrestricted Funds 2012/13 £ | Funds 2012/13 £ | Guildry SC011857 Endowment Funds 2012/13 £ Q79021/22/23 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | | SC018531 Endowment Funds 2012/13 £ Q79253 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | | Jane Smith Tr SC018534 Endowment Funds 2012/13 £ Q79254 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|--|-------------------------------|---|--------------------------------|--------------------------------|---------------------------------------|---------------|--|--------------------------------|--------------------------------|---------------------------------------|---------------|---|--------------------------------|--------------------------------|
| NOTES TO THE ACCOUNTS AS AT 31 MARCH | | | | | | | | | | | | | | | |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | | | | | |
| Donations and gifts to individuals | 493 493 | - | - | 493 493 | 802 802 | | - | - | - | | | <u>-</u> | <u>-</u> | - | <u>-</u> |
| 3 INVESTMENT INCOME | | | | | | | | | | | | | | | |
| Interest receivable Share of lands free revenue | 17,486 12,508 29,994 | - - - | - - | 17,486 12,508 29,994 | 15,671 17,790 33,461 | 8 | - - | - - - | - 8 | 10 - 10 | 4 | | - - - | - 4 | 5 - 5 |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | | | | | |
| Donations and expenditures | 5,462 5,462 | - | - | 5,462 5,462 | 7,074 7,074 | | - | - | - | 4 | | - | - | - | 5 5 |
| 5 GOVERNANCE COSTS | | | | | | | | | | | | | | | |
| Accounting and administration Independent Examiner Fee | 12,704 1,007 13,711 | - | - - | 12,704 1,007 13,711 | 11,318 - 11,318 | 6 323 329 | - | - - - | 6 323 329 | - - 6 | 323 323 | - | - - | 323 323 | <u>-</u> |
| 6 INVESTMENTS HELD AS FIXED ASSETS Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment qains/(losses) on revaluation | | | | 1,183,644 45,820 | 1,148,424 35,220 | | | | | | | | | <u> </u> | <u> </u> |
| Market value at 31st March 2013 and 2012 Lands of Skene is a charity which owns an area Good Fund and Bridge of Don Fund each invester recognise a share of the total assets less current amount invested by each, as an investment on the | d financially in th liabilities of this | e Lands of S charity, beir | kene and as a ng calculated in | Guildry Fund, result are en | titled to | | | | - , | - | | | | | - |
| 7 DEBTORS | | | | | | | | | | | | | | | |
| Composition from Entering Burgesses Prepayments & accrued income | | | | 300 8,318 8,618 | 300 5,735 6,035 | | | | - | <u>-</u> | | | | - | - |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | | | | | | |
| City of Aberdeen loan funds | | | | 537,184 537,184 | 528,154 528,154 | | | | 642 642 | 644 644 | | | | 309 309 | 310 310 |
| The trustees have invested the free reserves of ea | ch of the charitie | s in the City | of Aberdeen Io | an funds in o | order to eam i | nterest for the benefit of | each charity. | The loan funds | s is a cash in | westment and is | s stated at market valu | e at the Bala | ince Sheet date | Э. | |
| 9 CREDITORS: Amounts falling due within one year | r | | | | | | | | | | | | | | |
| Accruals and deferred income | | | | 2,567 2,567 | 2,602 2,602 | | | | 322 322 | 4 | | | | 323 323 | 5 5 |
| 10 ANALYSIS OF NET ASSETS IN FUNDS | Tangible fixed assets | | Net assets/ (liabilities) | Total | Total | Tangible fixed assets | | Net assets/ (liabilities) | Total | Total | Tangible fixed assets | | Net assets/ (liabilities) | Total | Total |
| Unrestricted funds Restricted funds | £ 1,229,464 - | | £ 944,899 - | £ 2,174,363 - | £ 2,117,229 - | £ | | £ (321) | £ (321) - | £ - - | £ - - | | £ (14) | £ (14) - | £ 305 - |
| Endowment funds | 1,229,464 | | 944,899 | 2,174,363 | 2,117,229 | - | | 640 320 | 640 320 | 640 640 | - | | (14) | (14) | 305 |
| 44 CONTROLLING INTEREST | | | | | | | | | | | | | | | |

| Charity name Charity number | Unrestricted Funds 2012/13 £ | | n Black's Trus SC018536 Endowment Funds 2012/13 £ Q79123 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Restricter Funds Funds 2012/13 2012/13 | John Mather SC018537 I Endowment Funds 2012/13 £ Q79403 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | | Sedlam Fund SC018538 Endowment Funds 2012/13 £ Q79236 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|--|---------------------------------------|-------------|--|--------------------------------|--------------------------------|---|---|--------------------------------|--------------------------------|---------------------------------------|---------------|---|--------------------------------|--------------------------------|
| NOTES TO THE ACCOUNTS AS AT 31 MARCH | e 1 2013 | | | | | | | | | | | | | |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | | | | |
| Donations and gifts to individuals | | - | | - | <u> </u> | | - | | <u> </u> | 2 | - | | 2 | 4 |
| 3 INVESTMENT INCOME | | | | | | | | | | | | | | |
| Interest receivable | 86 | _ | | 86 | 181 | 1 - | _ | 1 | 2 | 62 | _ | _ | 62 | 79 |
| Share of lands free revenue | | - | - | - 86 | - 181 | 1 - | | - 1 | - 2 | - 62 | - | | - 62 | 79 |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | | | | |
| Donations and expenditures | | _ | - | _ | 4,587 | | | _ | 2 | 20 | _ | _ | 20 | 34 |
| | - | | <u> </u> | | 4,587 | | | | 2 | 20 | | | 20 | 34 |
| 5 GOVERNANCE COSTS | | | | | | | | | | | | | | |
| Accounting and administration Independent Examiner Fee | 66 323 389 | | | 66 323 389 | 112 - 112 | 112 - 112 - | - | - 112 112 | <u>-</u> | 49 323 372 | | - | 49 323 372 | 49 - 49 |
| 6 INVESTMENTS HELD AS FIXED ASSETS | • | | | • | | | | * | | | | | • | |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment gains/(losses) on revaluation Market value at 31st March 2013 and 2012 | | | : | <u>-</u> - | - - - - | | : | <u>:</u> | : | | | | <u>-</u> | <u>:</u> |
| 7 DEBTORS Composition from Entering Burgesses Prepayments & accrued income | | | | - | <u> </u> | | | - | <u>-</u> | | | | <u>:</u> | <u>-</u> |
| | | | | - | - | | <u> </u> | - | - | | | | - | - |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | | | | | |
| City of Aberdeen loan funds | | | | 6,665 6,665 | 6,644 6,644 | | | 113 113 | 114 114 | | | | 5,413 5,413 | 4,868 4,868 |
| The trustees have invested the free reserves of ea | ch of the charities | in the City | of Aberdeen lo | an funds in c | order to earn inte | rest for the benefit of each charity | . The loan funds | s is a cash in | vestment and is sta | ated at market value | e at the Bala | ince Sheet date | | |
| 9 CREDITORS: Amounts falling due within one yea | ır | | | | | | | | | | | | | |
| Accruals and deferred income | | | | 323 323 | <u> </u> | | | 112 112 | 2 | | | | 323 323 | 14 |
| 10 ANALYSIS OF NET ASSETS IN FUNDS Unrestricted funds | Tangible fixed assets £ | | Net assets/ (liabilities) £ 6,342 | Total £ 6,342 | Total £ 6,644 | Tangible fixed assets £ | Net assets/ (liabilities) £ | Total £ | Total £ 112 | Tangible fixed assets £ | | Net assets/ (liabilities) £ 5,090 | Total £ 5,090 | Total £ 4,854 |
| Restricted funds Endowment funds | | | | | | | | | | | | | | |

11 CONTROLLING INTEREST

| Charity name Charity number | Unrestricted Restric | | Total Funds | Aberdeen Sh Unrestricted Restricted Funds Funds | ipwrecked Seamen's Fund SC018540 Endowment Total Funds Funds | f Total Funds | Unrestricted I Funds | | lenrietta Woo SC018541 Endowment Funds | od Total Funds | Total Funds |
|--|-----------------------------|---------------------------------|----------------------|--|---|---------------------|-------------------------|--------------|---|--|----------------|
| | 2012/13 2012 £ | ££ | 3 2011/12 £ | 2012/13 2012/13 £ | 2012/13 2012/13 £ £ | 2011/12 £ | 2012/13 £ | 2012/13 | 2012/13 £ | 2012/13 £ | 2011/12 £ |
| NOTES TO THE ACCOUNTS AS AT 31 MARCH | <u>e</u> 2013 | Q79409 | | | Q79247 | | | | Q79509 | | |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | |
| Donations and gifts to individuals | - | | | | | _ | _ | _ | _ | _ | _ |
| | | | - | | | <u> </u> | - | - | - | - | |
| 3 INVESTMENT INCOME | | | | | | | | | | | |
| Interest receivable Share of lands free revenue | 6 | | 6 7 | 1,008 - | - 1,008 | 1,261 | 67 | - | - | 67 | 84 |
| Share of failus free revenue | - 6 | | 6 7 | 1,008 - | - 1,008 | 1,261 | 67 | | - | 67 | 84 |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | |
| Donations and expenditures | - | <u> </u> | 7 | | <u> </u> | <u> </u> | - | - | - | - | <u> </u> |
| 5 GOVERNANCE COSTS | | | | | | | | | | | |
| Accounting and administration | _ | | _ | 783 - | - 783 | 778 | 525 | _ | _ | 525 | 52 |
| Independent Examiner Fee | 323 323 | 32 32 | | 323 - 1,106 - | - 323 - 1,106 | 778 | 323 848 | - | | 323 848 | - 52 |
| 6 INVESTMENTS HELD AS FIXED ASSETS | | | | 1,100 | 1,100 | 7.0 | | | | 0.10 | |
| Investment in Land of Skene:- | | | | | | | | | | | |
| Market value at 1st April 2012 and 2011 | | - | - | | - | - | | | | - | - |
| Net investment gains/(losses) on revaluation Market value at 31st March 2013 and 2012 | | <u> </u> | | | | | | | - | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| 7 DEBTORS | | | | | | | | | | | |
| Composition from Entering Burgesses | | | | | | | | | | | |
| Prepayments & accrued income | | | | | | | | | | | |
| | | | | | <u> </u> | | | | | | |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | | |
| City of Aberdeen loan funds | | 43 | | | 78,548 78,548 | 78,323 78,323 | - | | | 5,232 5,232 | 5,217 5,217 |
| The trustees have invested the free reserves of ea | ich of the charities in the | City of Aberdeen loan funds | n order to earn inte | erest for the benefit of each charity | . The loan funds is a cash i | nvestment and is s | tated at market value | at the Balar | nce Sheet date | ······································ | |
| 9 CREDITORS: Amounts falling due within one year | | • | | , | | | | | | | |
| Accruals and deferred income | • | 32 | 2 7 | | 323 | _ | | | | 322 | |
| Accidais and deletted income | | 32 | | | 323 | | | | | 322 | |
| 10 ANALYSIS OF NET ASSETS IN FUNDS | Tangible fixed assets | Net assets/ Total (liabilities) | Total | Tangible fixed assets | Net assets/ Total (liabilities) | Total | Tangible fixed assets | | Net assets/ (liabilities) | Total | Total |
| Unrestricted funds | £ | £ £ 114 11 | £ 4 430 | £ | £ £ 78,226 78,226 | £ 78,323 | £ | | £ 4,910 | £ 4,910 | £ 5,217 |
| Restriced funds | | | - 430 | - | | - | - | | ÷,510 | 4,510 | - |
| Endowment funds | | 114 1 1 | 4 430 | - | 78,226 78,226 | 78,323 | | | 4,910 | 4,910 | 5,217 |
| 44 CONTROLLING INTEREST | | | | | | | | | | | |

11 CONTROLLING INTEREST

| Charity name Charity number | Unrestricted Funds 2012/13 £ | | Duthie Willia SC018542 Endowment Funds 2012/13 £ Q79240 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 | O Watson's Tru SC018543 Endowment Funds 2012/13 £ Q79249 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | | therine Rolland SC018544 Endowment Funds 2012/13 £ Q79203/204 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|---|---------------------------------------|----------------|---|--------------------------------|--------------------------------|---------------------------------------|--------------------------------|--|--------------------------------|--------------------------------|---------------------------------------|---------------|---|--------------------------------|--------------------------------|
| $rac{No}{Notes}$ to the accounts as at 31 march | <u>e</u> I 2013 | | | | | | | | | | | | | | |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | | | | | |
| Donations and gifts to individuals | | - | - | | | | | - | | <u>-</u> | | | - | - | |
| | | | | - | | | | | | - | | - | | - | |
| 3 INVESTMENT INCOME | | | | | | | | | | | | | | | |
| Interest receivable Share of lands free revenue | 51 | - | - | 51 - | 65 | 66 | - | - | - 66 | 84 - | 113 | - | - | 113 | 140 - |
| | 51 | - | - | 51 | 65 | 66 | · - | - | 66 | 84 | 113 | - | - | 113 | 140 |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | | | | | |
| Donations and expenditures | | - | - | - | 25 25 | | - | - | - | 32 32 | 9 | - | - | 9 | 18 18 |
| 5 GOVERNANCE COSTS | | | | | | | - | | | | - | | | | |
| Accounting and administration Independent Examiner Fee | 40 323 363 | | | 40 323 363 | 40 - 40 | 52 323 379 | 1 | | 52 323 375 | 52 - 52 | 87 323 410 | | | 87 323 410 | 87 - 87 |
| 6 INVESTMENTS HELD AS FIXED ASSETS | | | | • | | | | | | | | | | | |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment gainsvi(losses) on revaluation Market value at 31st March 2013 and 2012 | | | | <u>-</u> - | <u>:</u> | | | | <u>-</u> - | <u>:</u> | | | | <u>-</u> - | <u>:</u> |
| 7 DEBTORS Composition from Entering Burgesses | | | | | | | | | | | | | | | |
| Prepayments & accrued income | | _ | | | | | _ | | | | - | | | | |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | • | | | | | | | | | • | | |
| City of Aberdeen loan funds | | | | 3,999 3,999 | 4,013 4,013 | | | | 5,170 5,170 | 5,188 5,188 | | | | 8,735 8,735 | 8,727 8,727 |
| The trustees have invested the free reserves of ea | ch of the chariti | es in the City | of Aberdeen Io | an funds in c | rder to earn in | terest for the benefit of | each charity | The loan fund | s is a cash ir | vestment and is | stated at market val | ue at the Bal | ance Sheet date | | |
| 9 CREDITORS: Amounts falling due within one year | ır | | | | | | | | | | | | | | |
| Accruals and deferred income | | | | 322 322 | 25 25 | | | | 322 322 | 32 32 | | | | 332 332 | 18 18 |
| 10 ANALYSIS OF NET ASSETS IN FUNDS | Tangible fixed assets £ | | Net assets/ (liabilities) £ | Total | Total | Tangible fixed assets £ | | Net assets/ (liabilities) | Total £ | Total | Tangible fixed assets £ | | Net assets/ (liabilities) £ | Total | Total |
| Unrestricted funds | | | 2,677 | 2,677 | 2,988 | ~ - | | 1,848 | 1,848 | 2,156 | | | 8,404 | 8,404 | 8,709 |
| Restriced funds Endowment funds | | | 1,000 | 1,000 | 1,000 | | | 3,000 | 3,000 | 3,000 | | | | | |
| | | | 3,677 | 3,677 | 3,988 | - | - | 4,848 | 4,848 | 5,156 | | | 8,404 | 8,404 | 8,709 |

11 CONTROLLING INTEREST

| Charity name Charity number | | George Ogilvie SC018545 | | | | , | Mollison Fund SC018546 | | | Lt Co | Charles M | MacQuibban SC018547 | Memorial F | und |
|--|---|------------------------------|--------------------------------|--------------------------------|---------------------------------------|--------------------------------|-----------------------------------|--------------------------------|--------------------------------|---------------------------------------|--------------------------------|------------------------------------|--------------------------------|--------------------------------|
| | Unrestricted Restri Funds Fun 2012/13 2012 £ | ds Funds /13 2012/13 £ | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricter Funds 2012/13 £ | Restricted Funds 2012/13 | Funds 2012/13 £ | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 | Endowment Funds 2012/13 £ | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| NOTES TO THE ACCOUNTS AS AT 31 MARCH | <u>≘</u> 2013 | Q79402 | | | | | Q79507 | | | | | Q79251 | | |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | | | | |
| Donations and gifts to individuals | | | | | | _ | _ | _ | | | | | | |
| | | | | <u> </u> | | - | - | - | <u> </u> | | | | | |
| 3 INVESTMENT INCOME | | | | | | | | | | | | | | |
| Interest receivable Share of lands free revenue | -4 | <u> </u> | 4 | - 6 - 6 | | 1 | | 1 | 1 | 20 | | | 20 - 20 | 25 - 25 |
| A OLIA DITA DI E A OTTA ITEO | 4 | - | 44_ | | | - | | 1 | | | - | | 20 | |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | | | | |
| Donations and expenditures | | | | 6 | (4 | | - | (43) (43) | 1 | | | | | 10 10 |
| 5 GOVERNANCE COSTS | | | | | | | | | | | | | | |
| Accounting and administration Independent Examiner Fee | 343 343 | | 343 343 | <u> </u> | 5 5 | | | - 53 53 | - - | 15 323 338 | | <u> </u> | 15 323 338 | 15 - 15 |
| 6 INVESTMENTS HELD AS FIXED ASSETS | | | | | | | | | | | | | | |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment gains/(losses) on revaluation Market value at 31st March 2013 and 2012 | | , | <u>:</u> | : | | | : | - - - | - - - | | | | <u>:</u> | <u>:</u> |
| 7 DEBTORS | | | | | | | | | | | | | | |
| Composition from Entering Burgesses Prepayments & accrued income | | | - | | | | | • | <u> </u> | | | | - | |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | | | | | |
| City of Aberdeen loan funds | | | 347 347 | | | | | 97 97 | 96 96 | | | | 1,560 1,560 | 1,556 1,556 |
| The trustees have invested the free reserves of each | ch of the charities in the | City of Aberdeen lo | an funds in c | order to earn in | nterest for the benefit of | f each charity | . The loan funds | is a cash in | vestment and is | stated at market valu | e at the Bala | nce Sheet date |). | |
| 9 CREDITORS: Amounts falling due within one year | | | | | | | | | | | | | | |
| Accruals and deferred income | | | 343 343 | | | | | 53 53 | 43 43 | | | | 346 346 | 25 25 |
| 10 ANALYSIS OF NET ASSETS IN FUNDS | Tangible fixed assets | Net assets/ (liabilities) | Total £ | Total £ | Tangible fixed assets £ | 3 | Net assets/ (liabilities) £ | Total £ | Total £ | Tangible fixed assets £ | | Net assets/ (liabilities) £ | Total £ | Total £ |
| Unrestricted funds | - | 4 | 4 | - | £ - | | (6) | (6) | 3 | - | | 1,214 | 1,214 | 1,531 |
| Restriced funds Endowment funds | | 4 | | | | | 50 - 44 | 50 | 50 - | | | | | |
| 44 CONTROLLING INTEREST | | 4 | 4 | | | -: | 44 | 44 | 53 | | | 1,214 | 1,214 | 1,531 |

11 CONTROLLING INTEREST

| Charity name Charity number | Mrs Harvey | 548 ment Total Total ds Funds Funds 1/13 2012/13 2011/12 £ £ | Ca Unrestricted Restricte Funds Funds 2012/13 2012/13 | Funds Funds | Total Funds 2011/12 £ | Unrestricted Restricte Funds Funds 2012/13 2012/13 £ £ | Funds Funds | Total Funds 2011/12 £ |
|---|---|--|---|---|-----------------------------------|--|--|---------------------------------------|
| NOTES TO THE ACCOUNTS AS AT 31 MARCH | | | | | | | | |
| 1 ACCOUNTING POLICIES | | | | | | | | |
| Please see attached sheet | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | |
| Donations and gifts to individuals | | | | <u> </u> | <u>-</u> | | | |
| 3 INVESTMENT INCOME | | | | | | | | |
| Interest receivable Share of lands free revenue | 4 - | - 4 5 | 445 - 445 - | - 445 445 | 556 - 556 | 11,317 - 11.317 - | - 11,317 11,317 | 2,206 13,344 15,550 |
| 4 CHARITABLE ACTIVITIES | | <u>, , , , , , , , , , , , , , , , , , , </u> | 445 | - 440 | 330 | 11,517 | - 11,517 | 10,000 |
| Donations and expenditures | | | 13,995 - 13,995 - | - 13,995 - 13,995 | | | <u></u> | |
| 5 GOVERNANCE COSTS | | | | <u> </u> | | | | |
| Accounting and administration Independent Examiner Fee | | | 345 - 323 - 668 - | - 345 - 323 - 668 | 343 343 | 1,504 - 323 - 1,827 - | - 1,504 - 323 - 1,827 | |
| 6 INVESTMENTS HELD AS FIXED ASSETS | | | | | | • | | |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment gains/(losses) on revaluation Market value at 31st March 2013 and 2012 Lands of Skene is a charity which owns an area of Good Fund and Bridge of Don Fund each invester recognise a share of the total assets less current amount invested by each, as an investment on the | d financially in the Lands of Skene and liabilities of this charity, being calcula | d as a result are entitled to | | <u>:</u> | <u>:</u> | | 888,133 34,365 922,498 | 26,415 |
| 7 DEBTORS | | | | | | | | |
| Composition from Entering Burgesses Prepayments & accrued income | | <u> </u> | | <u>-</u> | <u> </u> | | <u> </u> | |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | <u> </u> | | | | |
| City of Aberdeen loan funds | | 332 328 332 328 | | 20,645 20,645 | 34,540 34,540 | | 160,188 160,188 | |
| The trustees have invested the free reserves of ea | ch of the charities in the City of Aberd | deen loan funds in order to earn inter | rest for the benefit of each chari | y. The loan funds is a cash in | vestment and is stated | at market value at the B | alance Sheet date. | |
| 9 CREDITORS: Amounts falling due within one year | r | | | | | | | |
| Accruals and deferred income | | 322 - 322 - | | 322 322 | <u> </u> | | 322 322 | <u> </u> |
| 10 ANALYSIS OF NET ASSETS IN FUNDS | Tangible Net as fixed assets (liabili £ £ | ties) | Tangible fixed assets £ | Net assets/ Total (liabilities) | Total £ | Tangible fixed assets £ | Net assets/ Total (liabilities) | Total |
| Unrestricted funds Restriced funds Endowment funds | - | 10 10 328 | - - - | 20,123 20,123 200 200 20,323 20,323 | 34,340 200 - - 34,540 | 922,498 - - - 922,498 | 159,867 1,082,365 159,867 1,082,365 | 1,038,509 - - - 1,038,509 |
| 44 CONTROLLING INTEREST | | 323 | - | | . ,, | , | ,,302,000 | /, |

11 CONTROLLING INTEREST

| Charity name Charity number | Unrestricted | Alexando | er Forbes of M SC018552 Endowment | forkeu Total | Total | Unrestricted | Miss El | iza S Moir Be SC018553 Endowment | quest Total | Total | Unrestricted | Sir Th | omas Jaffrey's SC018554 Endowment | Gift Total | Total |
|--|-------------------------|-----------------------|---|-----------------------|-----------------------|--------------------------|-----------------------|--|-----------------------|-----------------------|-----------------------|-----------------------|---|-----------------------|-----------------------|
| | Funds 2012/13 £ | Funds 2012/13 £ | Funds 2012/13 £ Q79243 | Funds 2012/13 £ | Funds 2011/12 £ | Funds 2012/13 £ | Funds 2012/13 £ | Funds 2012/13 £ Q79508 | Funds 2012/13 £ | Funds 2011/12 £ | Funds 2012/13 £ | Funds 2012/13 £ | Funds 2012/13 £ Q79120 | Funds 2012/13 £ | Funds 2011/12 £ |
| $rac{ m Not}{ m N}$ | <u>e</u> 2013 | | | | | | | | | | | | | | |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | | | | | |
| Donations and gifts to individuals | | | | - | | | | | | | | | | - | |
| 3 INVESTMENT INCOME | | | | - | | | | | - | | | - | - | - | |
| Interest receivable | 24 | | | 24 | 30 | 74 | | | 74 | 93 | 84 | | | 84 | 105 |
| Share of lands free revenue | - 24 | | | - 24 | - 30 | - 74 | | | - 74 | 93 | - 84 | | | - 84 | 105 |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | | | | | |
| Donations and expenditures | _ | _ | - | _ | _ | - | _ | _ | _ | _ | - | _ | _ | _ | _ |
| | - | - | - | - | - | | - | | - | | | - | | - | |
| 5 GOVERNANCE COSTS | | | | | | | | | | | | | | | |
| Accounting and administration Independent Examiner Fee | 19 323 342 | - | - | 19 323 342 | 19 - 19 | 58 323 381 | - | - | 58 323 381 | 57 - 57 | 65 323 388 | | | 65 323 388 | 65 - 65 |
| 6 INVESTMENTS HELD AS FIXED ASSETS | | | | | | | | | | | - | | | | |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment gains/(losses) on revaluation Market velue at 31st March 2013 and 2012 | | | | <u>:</u> | <u>:</u> <u>-</u> | | | | <u>:</u> | <u>-</u> - | | | | | <u>:</u> |
| 7 DEBTORS Composition from Entering Burgesses Prepayments & accrued income | | | | - | <u> </u> | | | | - | <u> </u> | | | | <u>-</u> - | <u> </u> |
| | | | | | | | | | | | - | | | - | |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | | | | | | |
| City of Aberdeen loan funds | | | | 1,881 1,881 | 1,876 1,876 | | | | 5,777 5,777 | 5,761 5,761 | | | | 6,534 6,534 | 6,515 6,515 |
| The trustees have invested the free reserves of ea | ch of the charities | in the City | of Aberdeen lo | an funds in o | order to earn int | erest for the benefit of | each charity. | The loan funds | s is a cash ir | vestment and is | stated at market valu | e at the Bala | ance Sheet date | э. | |
| 9 CREDITORS: Amounts falling due within one year | r | | | | | | | | | | | | | | |
| Accruals and deferred income | | | | 322 322 | - | | | | 323 323 | <u>-</u> | | | | 323 323 | <u> </u> |
| 10 ANALYSIS OF NET ASSETS IN FUNDS | Tangible fixed assets | | Net assets/ (liabilities) | Total | Total | Tangible fixed assets | | Net assets/ (liabilities) | Total | Total | Tangible fixed assets | | Net assets/ (liabilities) | Total | Total |
| Unrestricted funds | £ | | £ 1,359 | £ 1,359 | £ 1,676 | £ | | £ 5,455 | £ 5,455 | £ 5,761 | £ | | £ 1,212 | £ 1,212 | £ 1,515 |
| Restriced funds Endowment funds | | | - 200 | - 200 | 200 | | | - | - | - | - | | 5,000 | 5,000 | 5,000 |
| | | | 1,559 | 1,559 | 1,876 | - | | 5,455 | 5,455 | 5,761 | | | 6,212 | 6,212 | 6,515 |
| 44 CONTROLLING INTEREST | | | | | | | | | | | | | | | |

11 CONTROLLING INTEREST

| Charity name Charity number | Unrestricted Funds 2012/13 £ | | garet Cummin SC018555 Endowment Funds 2012/13 £ Q79121 | Total Funds 2012/13 | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | | argaret C Ham SC018556 Endowment Funds 2012/13 £ Q79126 | Total Funds 2012/13 | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | | Jean Guild SC018557 Endowment Funds 2012/13 £ Q79202 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|--|---------------------------------------|----------------|--|---------------------------|--------------------------------|---------------------------------------|---------------|---|---------------------------|--------------------------------|---------------------------------------|---------------|--|--------------------------------|--------------------------------|
| NOTES TO THE ACCOUNTS AS AT 31 MARCH | <u>te</u> I 2013 | | | | | | | | | | | | | | |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | | | | | |
| Donations and gifts to individuals | | - | | <u>-</u> | | | - | - | <u>-</u> | <u> </u> | | | <u>-</u> | <u>-</u> | <u> </u> |
| 3 INVESTMENT INCOME | | | | | | | | | | | | | | | |
| Interest receivable | 46 | - | - | 46 | 58 | 12 | - | - | 12 | 15 | 10 | - | - | 10 | 12 |
| Share of lands free revenue | 46 | - | | 46 | 58 | 12 | - | - | 12 | 15 | 10 | - | - | 10 | 12 |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | | | | | |
| Donations and expenditures | | - | - | - | | | - | - | - | | - | - | | - | |
| 5 GOVERNANCE COSTS | | | | | | | | | | | | | | | |
| Accounting and administration Independent Examiner Fee | 36 323 359 | - | <u> </u> | 36 323 359 | 36 - 36 | 9 323 332 | | - | 9 323 332 | 9 - 9 | 7 323 330 | | | 7 323 330 | . 7 - 7 |
| 6 INVESTMENTS HELD AS FIXED ASSETS | | | | | · | | | | · | <u>_</u> | | | | · | |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment gains/(losses) on revaluation Market value at 31st March 2013 and 2012 | | | , | | <u>:</u> | | | , | | <u>:</u> | | | | - - - | <u>:</u> |
| 7 DEBTORS | | | | | | | | | | | | | | | |
| Composition from Entering Burgesses Prepayments & accrued income | | | | - | <u>-</u> | | | | - | | | | | - | - |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | - | | | | | |
| City of Aberdeen loan funds | | | | 3,589 3,589 | 3,579 3,579 | | | | 932 932 | 929 929 | | | | 743 743 | 740 740 |
| The trustees have invested the free reserves of ea | ach of the chariti | es in the City | of Aberdeen lo | an funds in o | order to earn int | erest for the benefit of | each charity. | The loan funds | s is a cash ir | nvestment and is | stated at market valu | e at the Bala | ance Sheet date | e. | |
| 9 CREDITORS: Amounts falling due within one year | ar | | | | | | | | | | | | | | |
| Accruals and deferred income | | | - | 322 322 | | | - | - | 323 323 | <u> </u> | | | - | 323 323 | |
| 10 ANALYSIS OF NET ASSETS IN FUNDS | Tangible fixed assets £ | | Net assets/ (liabilities) £ | Total £ | Total £ | Tangible fixed assets | | Net assets/ (liabilities) £ | Total £ | Total £ | Tangible fixed assets £ | | Net assets/ (liabilities) £ | Total £ | Total £ |
| Unrestricted funds Restriced funds | | | 3,267 | 3,267 | 3,579 | | | 110 500 | 110 500 | 429 500 | | | 421 | 421 | 740 |
| Endowment funds | | | 3,267 | 3,267 | 3,579 | | | - 610 | - 610 | 929 | | | - - 421 | 421 | 740 |
| 11 CONTROLLING INTEREST | | | 3,267 | 3,207 | 3,313 | | | 610 | 610 | 323 | | | 421 | 421 | 7-40 |

11 CONTROLLING INTEREST

| Charity name Charity number | Unrestricted Funds 2012/13 £ | | L Werdmulle SC018558 Endowment Funds 2012/13 £ Q79130 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | Lady Durris SC018559 Endowment Funds 2012/13 £ Q79219/220 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|--|---------------------------------------|---------------|---|--------------------------------|--------------------------------|---------------------------------------|-------------------------------------|---|--------------------------------|--------------------------------|
| NOTES TO THE ACCOUNTS AS AT 31 MARCH | | | | | | | | | | |
| 1 ACCOUNTING POLICIES | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | |
| Donations and gifts to individuals | | - | | <u> </u> | | | - | - | <u> </u> | |
| 3 INVESTMENT INCOME | | | | - | | | | | | |
| Interest receivable | 203 | _ | | 203 | 255 | 49 | _ | | 49 | 61 |
| Share of lands free revenue | 203 | | | 203 | 255 | - 49 | | | - 49 | <u>-</u> 61 |
| 4 CHARITABLE ACTIVITIES | | | | | , | | | | | |
| Donations and expenditures | | - | - | - | 98 | | - | - | - | 11 11 |
| 5 GOVERNANCE COSTS | | | | | | | | | | |
| Accounting and administration Independent Examiner Fee | 157 323 | - | - | 157 323 | 157 - | 35 315 | - | - | 35 315 | 35 |
| 6 INVESTMENTS HELD AS FIXED ASSETS | 480 | - | | 480 | 157 | 350 | - | - | 350 | 35 |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment gains/(losses) on revaluation Market value at 31st March 2013 and 2012 | | | · | - - - | <u>:</u> | | | : | - - - | <u>:</u> |
| 7 DEBTORS Composition from Entering Burgesses | | | | | | | | | | |
| Prepayments & accrued income | | | | | _ <u>:</u> | | | | | <u>:</u> _ |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | |
| City of Aberdeen loan funds | | | | 15,788 15,788 | 15,840 15,840 | | | | 3,823 3,823 | 3,814 3,814 |
| The trustees have invested the free reserves of ear | ch of the charitie | s in the City | of Aberdeen lo | | | interest for the benefit of e | ach charity | . The loan funds | | |
| 9 CREDITORS: Amounts falling due within one year | | | | | | | | | | |
| Accruals and deferred income | | | - | 323 323 | 98 98 | | | | 333 333 | 23 |
| 10 ANALYSIS OF NET ASSETS IN FUNDS | Tangible fixed assets | | Net assets/ (liabilities) | Total | Total | Tangible fixed assets | | Net assets/ (liabilities) | Total | Total |
| Unrestricted funds | £ - | | £ 12,216 | £ 12,216 | £ 12,492 | £ | | £ 3,490 | £ 3,490 | £ 3,791 |
| Restriced funds Endowment funds | | | 3,250 | 3,250 - | 3,250 | | | | - | |
| 44 CONTROLLING INTEREST | | | 15,466 | 15,466 | 15,742 | | | 3,490 | 3,490 | 3,791 |

11 CONTROLLING INTEREST

| Charity name Charity number | Unrestricted Funds 2012/13 £ | | enet Fordyce SC018560 Endowment Funds 2012/13 £ Q79229 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestrict Funds 2012/13 £ | Restricte Funds 2012/13 | Funds | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Fami Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | SC018562 Endowment Funds 2012/13 £ Q79248 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|--|---------------------------------------|----------------|--|--------------------------------|--------------------------------|-------------------------------------|--------------------------|-----------------------------------|--------------------------------|--------------------------------|---|-------------------------------------|---|--------------------------------|--------------------------------|
| NOTES TO THE ACCOUNTS AS AT 31 MARCH | <u>≘</u> 2013 | | | | | | | | | | | | | | |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | | | | | |
| Donations and gifts to individuals | | - | - | - | | | - | - | | | - | - | - | - | |
| 3 INVESTMENT INCOME | | | | | | | | | | | | | | | |
| Interest receivable Share of lands free revenue | 1 | | | - 1 | - 1 | | 8 - - 8 - | | - 8 | - 8 | 124 - 124 | - | | 124 - 124 | 155 - 155 |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | | | | | |
| Donations and expenditures | | - | - | - | 1 | | - | - | <u>-</u> | | - | - | - | - | <u> </u> |
| 5 GOVERNANCE COSTS | | | | | | | | | | | | | | | |
| Accounting and administration Independent Examiner Fee | - 60 60 | - | - - - | - 60 60 | <u>-</u> | | - 28 - 28 - | | - 228 228 | <u> </u> | 96 323 419 | | - - - | 96 323 419 | 96 - 96 |
| 6 INVESTMENTS HELD AS FIXED ASSETS | | | | | | | | | | | | | | | |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment gains/(losses) on revaluation Market value at 31st March 2013 and 2012 | | | · | - - - | - | | | | - - - | - | | | | <u>:</u> | - |
| 7 DEBTORS | | | | | | | | | | | | | | | |
| Composition from Entering Burgesses Prepayments & accrued income | | | | - | | | | | | | | | | - | |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | | | | | | |
| City of Aberdeen loan funds | | | | 61 61 | 61 61 | | | | 307 307 | 199 199 | | | | 9,663 9,663 | 9,635 9,635 |
| The trustees have invested the free reserves of ea | ch of the chariti | es in the City | of Aberdeen Io | an funds in c | order to earn in | nterest for the benefit | of each charit | y. The loan fund | s is a cash ii | nvestment and is | s stated at market valu | e at the Bala | ance Sheet date | . | |
| 9 CREDITORS: Amounts falling due within one year | Ŧ | | | | | | | | | | | | | | |
| Accruals and deferred income | | | | 61 61 | <u>1</u> | | | | 228 228 | <u>-</u> | | | | 323 323 | <u> </u> |
| 10 ANALYSIS OF NET ASSETS IN FUNDS | Tangible fixed assets £ | | Net assets/ (liabilities) | Total £ | Total £ | Tangible fixed asse | | Net assets/ (liabilities) £ | Total £ | Total | Tangible fixed assets £ | | Net assets/ (liabilities) £ | Total £ | Total £ |
| Unrestricted funds Restriced funds | - | | - | - | 60 | - | | 80 | 80 | 199 | - | | 9,341 | 9,341 | 9,635 |
| Endowment funds | | | | | - 60 | | | - 80 | - 80 | 199 | - | | 9,341 | 9,341 | 9,635 |
| | | | | | | | * | | | | | - | -, | -, | -, |

11 CONTROLLING INTEREST

| Charity name Charity number | Unrestricted Funds 2012/13 £ | | Sitchen & Dalg SC018563 Endowment Funds 2012/13 £ Q79238 | arno Coal F Total Funds 2012/13 £ | und Total Funds 2011/12 £ | Unrestricte Funds 2012/13 £ | ed Restricted Funds | eorge Davidsor SC018564 I Endowment Funds 2012/13 £ Q79205 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | James Reid SC018565 Endowment Funds 2012/13 £ Q79227 | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
|--|---------------------------------------|----------------|--|---|---------------------------------------|---------------------------------------|------------------------|--|--------------------------------|--------------------------------|---------------------------------------|-------------------------------------|--|--------------------------------|--------------------------------|
| NOTES TO THE ACCOUNTS AS AT 31 MARCH | <u>:</u> 2013 | | | | | | | | | | | | | | |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | | | | | |
| Donations and gifts to individuals | - | - | - | - | | - | | - | | - | | - | - | - | |
| 3 INVESTMENT INCOME | | | | | | | | | | - | · | | | | |
| Interest receivable Share of lands free revenue | 4 | - | - - - | - 4 | - 6 - 6 | | - - | - - - | - | <u>-</u> | 1 - 1 | - | - - | - 1 | - 1 |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | | | | | |
| Donations and expenditures | | - | - | - | 6 | | - | - | - | <u> </u> | - | - | - | - | 1 |
| 5 GOVERNANCE COSTS | | | | | | | | | | | | | | | |
| Accounting and administration Independent Examiner Fee | 345 345 | - | - | - 345 345 | <u>-</u> | | 6 - 6 - | - | - 6 6 | <u> </u> | - 44 44 | - | - | - 44 44 | <u>:</u> |
| 6 INVESTMENTS HELD AS FIXED ASSETS | | | | | | | | | | | | | | | |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment gains/(losses) on revaluation Market value at 31st March 2013 and 2012 | | | | <u>-</u> | - | | | | - - - | <u>:</u> | | | | - - - | - - - |
| 7 DEBTORS | | | | | | | | | | | | | | | |
| Composition from Entering Burgesses Prepayments & accrued income | | | | <u> </u> | <u>:</u> | | | | | <u> </u> | | | | <u> </u> | <u> </u> |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | | | | | | |
| City of Aberdeen loan funds | | | | 349 349 | 351 351 | | | | 6 | 6 | | | | 47 47 | 46 46 |
| The trustees have invested the free reserves of each | ch of the charitie | es in the City | of Aberdeen Io | an funds in c | order to earn int | iterest for the benefit | of each charity | . The loan funds | s is a cash i | nvestment and is | stated at market valu | ue at the Bal | ance Sheet date | э. | |
| 9 CREDITORS: Amounts falling due within one year | | | | | | | | | | | | | | | |
| Accruals and deferred income | | | | 345 345 | 6 | | _ | | 6 | <u>-</u> | | | | 47 47 | 3 |
| 10 ANALYSIS OF NET ASSETS IN FUNDS Unrestricted funds Restriced funds | Tangible fixed assets £ - | | Net assets/ (liabilities) £ 4 | Total £ 4 | Total £ 345 | Tangible fixed asse £ - - | | Net assets/ (liabilities) £ - | Total £ - - | Total £ 6 | Tangible fixed assets £ | | Net assets/ (liabilities) £ - | Total £ - - | Total £ 43 |
| Endowment funds | - | : | - 4 | - 4 | 345 | | | - | | - 6 | | | | | 43 |

11 CONTROLLING INTEREST

| Charity name Charity number | Funds 2012/13 £ | Restricted Funds 2012/13 £ | John Anderso SC018566 Endowment Funds 2012/13 £ Q79125 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | | John Burnett SC018567 Endowment Funds 2012/13 £ Q79301 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | MacDonald's SC018568 Endowment Funds 2012/13 £ Q79117 | Total Funds 2012/13 | Total Funds 2011/12 £ |
|--|-------------------------|-------------------------------------|--|--------------------------------|--------------------------------|---------------------------------------|--------------|--|--------------------------------|--------------------------------|---------------------------------------|-------------------------------------|---|---------------------------------|--------------------------------|
| NOTES TO THE ACCOUNTS AS AT 31 MARCH | <u>te</u> 1 2013 | | | | | | | | | | | | | | |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | | | | | |
| Donations and gifts to individuals | | - | - | | | | - | - | - | - | | _ | - | - | |
| | | | - | - | | | - | | - | - | | - | - | | |
| 3 INVESTMENT INCOME | | | | | | | | | | | | | | | |
| Interest receivable Share of lands free revenue | 20 | - | - | 20 | 25 - | 5 | - | - | - 5 | - 6 | 419 - | - | - | 419 - | 527 |
| | 20 | | - | 20 | 25 | 5 | - | - | 5 | 6 | 419 | - | - | 419 | 527 |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | | | | | |
| Donations and expenditures | | | | | 9 | | - | - | | 6 | | - | - | | 202 202 |
| 5 GOVERNANCE COSTS | | | | | | | | | | | | | | | |
| Accounting and administration | 16 | | | 16 | 16 | | | | | | 325 | | | 325 | 325 |
| Independent Examiner Fee | 323 339 | | | 323 339 | 16 | 323 | | | 323 323 | <u>:</u> _ | 323 648 | | | 323 648 | 325 |
| 6 INVESTMENTS HELD AS FIXED ASSETS | | | | | | | • | | 020 | | | | - | 0.0 | 020 |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment gains/(losses) on revaluation Market value at 31st March 2013 and 2012 | | | · | <u>-</u> - | <u>:</u> | | | | <u>-</u> - | <u>:</u> ==== | | | | <u>-</u> - | <u>:</u> |
| 7 DEBTORS Composition from Entering Burgesses Prepayments & accrued income | | | | - | - | | | | - | - | | | | - | - |
| Frepayments & accided income | | | | | | | | | | | | | | | |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | | | | | | |
| City of Aberdeen loan funds | | | | 1,566 1,566 | 1,571 1,571 | | | | 415 415 | 410 410 | | | | 32,639 32,639 | 32,545 32,545 |
| The trustees have invested the free reserves of e | ach of the charities | s in the City | of Aberdeen lo | an funds in o | order to earn inte | erest for the benefit of | each charity | . The loan funds | s is a cash ir | vestment and is | stated at market valu | e at the Bala | ance Sheet date |). | |
| 9 CREDITORS: Amounts falling due within one year | ar | | | | | | | | | | | | | | |
| Accruals and deferred income | | | | 322 322 | 9 | | | | 339 339 | 17 17 | | | | 323 323 | <u>-</u> |
| 10 ANALYSIS OF NET ASSETS IN FUNDS | Tangible fixed assets £ | | Net assets/ (liabilities) £ | Total £ | Total £ | Tangible fixed assets £ | - | Net assets/ (liabilities) £ | Total £ | Total £ | Tangible fixed assets £ | | Net assets/ (liabilities) £ | Total £ | Total £ |
| Unrestricted funds Restriced funds Endowment funds | - - - | | 1,244 - - 1,244 | 1,244 - - 1,244 | 1,562 - - - 1,562 | | | 76 - - 76 | 76 - - 76 | 393 - - - 393 | | | 32,317 - - 32,317 | 32,317 - - - 32,317 | 32,545 - - 32,545 |
| | | | | | | | | | | | | | | | |

11 CONTROLLING INTEREST

| Charity name Charity number | Unrestricted Funds 2012/13 £ | | Alex Lyon Tru SC018569 Endowment Funds 2012/13 £ Q79122 | Total Funds 2012/13 | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | John Clark SC018570 Endowment Funds 2012/13 £ Q79502 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | | Br Webster's E SC018571 Endowment Funds 2012/13 £ Q79118 | Total Funds 2012/13 | Total Funds 2011/12 £ |
|--|---------------------------------------|----------------|---|---------------------------|--------------------------------|---------------------------------------|-------------------------------------|--|--------------------------------|--------------------------------|---------------------------------------|---------------|--|---------------------------|--------------------------------|
| NOTES TO THE ACCOUNTS AS AT 31 MARCH | <u>e</u> 2013 | | | | | | | | | | | | | | |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | | | | | |
| Donations and gifts to individuals | | - | - | - | <u> </u> | | - | <u> </u> | - | <u>-</u> | | - | <u>-</u> | - | |
| 3 INVESTMENT INCOME | | | | | | | | | | | | | | | |
| Interest receivable | 45 | - | - | 45 | 56 | 55 | - | - | 55 | 68 | 233 | - | - | 233 | 291 |
| Share of lands free revenue | 45 | | - | 45 | 56 | - 55 | | - | - 55 | - 68 | 233 | - | | 233 | 291 |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | | | | | |
| Donations and expenditures | | | - | | | | - | | | _ | | - | - | | |
| 5 GOVERNANCE COSTS | | | | | | - | | | | | | | | | |
| Accounting and administration | 35 | | | 35 | 34 | 42 | | | 42 | 42 | 181 | | | 181 | 180 |
| Independent Examiner Fee | 323 358 | - | - | 323 358 | 34 | 323 365 | | - | 323 365 | - 42 | 323 504 | | - | 323 504 | 180 |
| 6 INVESTMENTS HELD AS FIXED ASSETS | | | , | | | | | , | | | | | | | |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment gains/(losses) on revaluation Market value at 31st March 2013 and 2012 | | | , | <u>:</u> | <u>:</u> | | | 7 | <u>-</u> - | <u>-</u> | | | | <u>:</u> | <u>:</u> |
| 7 DEBTORS Composition from Entering Burgesses | | | | - | - | | | | - | - | | | | _ | - |
| Prepayments & accrued income | | | | | <u> </u> | | | | - | <u> </u> | | | | | |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | | | | | | |
| City of Aberdeen loan funds | | | | 3,475 3,475 | 3,465 3,465 | | | | 4,261 4,261 | 4,248 4,248 | | | | 18,117 18,117 | 18,065 18,065 |
| The trustees have invested the free reserves of ea | ch of the chariti | es in the City | of Aberdeen lo | an funds in c | order to earn inte | erest for the benefit of | each charity. | The loan funds | s is a cash in | vestment and is | stated at market valu | e at the Bala | ince Sheet date |). | |
| 9 CREDITORS: Amounts falling due within one year | r | | | | | | | | | | | | | | |
| Accruals and deferred income | | | | 322 322 | <u> </u> | | - | | 322 322 | <u>-</u> | | | | 323 323 | <u> </u> |
| 10 ANALYSIS OF NET ASSETS IN FUNDS Unrestricted funds | Tangible fixed assets £ | | Net assets/ (liabilities) £ 521 | Total £ 521 | Total £ 833 | Tangible fixed assets £ | | Net assets/ (liabilities) £ 3,939 | Total £ 3,939 | Total £ 4,248 | Tangible fixed assets £ | | Net assets/ (liabilities) £ 4,652 | Total £ 4,652 | Total £ 4,922 |
| Restriced funds | - | | 2,632 | 2,632 | 2,632 | - | | - | - | -,240 | - | | 13,143 | 13,143 | 13,143 |
| Endowment funds | | | 3,153 | 3,153 | 3,465 | | | 3,939 | 3,939 | 4,248 | | | - 17,795 | 17,795 | 18,065 |
| | | | | | | | | | | | | | | | |

11 CONTROLLING INTEREST

| Charity name Charity number | Unrestricted Funds 2012/13 £ | | mes Murray's SC018573 Endowment Funds 2012/13 £ Q79119 | Gift Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | Robert Restricted Funds 2012/13 £ | Anderson Bee SC018576 Endowment Funds 2012/13 £ Q79124 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | | Sco18577 Endowment Funds 2012/13 £ Q79510 | Total Funds 2012/13 | Total Funds 2011/12 £ |
|--|---------------------------------------|----------------|--|------------------------------|--------------------------------|---|---|--|--------------------------------|--------------------------------|---|---------------|--|---------------------------------|--|
| NOTES TO THE ACCOUNTS AS AT 31 MARCH | <u>9</u> 2013 | | | | | | | | | | | | | | - |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | | | | | |
| Donations and gifts to individuals | | - | - | | | | - | | | - | | - | - | | |
| | | | | - | | | | | | | | - | | - | |
| 3 INVESTMENT INCOME | | | | | | | | | | | | | | | |
| Interest receivable Share of lands free revenue | 100 | - | - | 100 | 125 | 1 | - | - | . 1 - | . 1 | 40 | · - | - | 40 - | 50 - |
| | 100 | - | - | 100 | 125 | 1 | - | - | 1 | 1 | 40 | | - | 40 | 50 |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | | | | | |
| Donations and expenditures | | - | - | | | | - | - | - | <u> </u> | | - | - | | - |
| | | | | | | | | | | | | - | - | | |
| 5 GOVERNANCE COSTS | | | | | | | | | | | | | | | |
| Accounting and administration Independent Examiner Fee | 78 323 | | | 78 323 | 77 - | 72 | | | - 72 | | 31 323 | - | | 31 323 | 31 |
| | 401 | - | | 401 | 77 | 72 | - | - | 72 | | 354 | - | - | 354 | 31 |
| 6 INVESTMENTS HELD AS FIXED ASSETS | | | | | | | | | | | | | | | |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment gains/(losses) on revaluation Market value at 31st March 2013 and 2012 | | | , | - | <u>:</u> | | | | - | - - - | | | , | - | <u>-</u> - |
| 7 DEBTORS Composition from Entering Burgesses Prepayments & accrued income | | | | <u> </u> | <u>:</u> | | | | <u>-</u> | <u>-</u> | | | | - | <u>. </u> |
| | | | | | | | - | | | _ | | | · | - | |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | | | | | | |
| City of Aberdeen loan funds | | | | 7,798 7,798 | 7,776 7,776 | | | | 73 73 | 72 72 | | | | 3,119 3,119 | 3,110 3,110 |
| The trustees have invested the free reserves of ea | ch of the chariti | es in the City | of Aberdeen lo | an funds in o | rder to earn int | terest for the benefit of | each charity. | The loan fund: | s is a cash i | nvestment and is | s stated at market val | ue at the Bal | ance Sheet date | e. | |
| 9 CREDITORS: Amounts falling due within one year | г | | | | | | | | | | | | | | |
| Accruals and deferred income | | | · · · · · · · · · · · · · · · · · · · | 322 322 | | | | - | 73 73 | <u>-</u> | | | - | 322 322 | <u>-</u> |
| 10 ANALYSIS OF NET ASSETS IN FUNDS Unrestricted funds Restriced funds Endowment funds | Tangible fixed assets £ | | Net assets/ (liabilities) £ 2,476 5,000 | Total £ 2,476 5,000 | Total £ 2,776 5,000 | Tangible fixed assets £ - - | | Net assets/ (liabilities) £ | Total £ - - | Total £ 72 - | Tangible fixed assets £ - - | | Net assets/ (liabilities) £ 2,697 - 100 | Total £ 2,697 - 100 | Total - £ 3,010 - 100 |
| | _ | | 7,476 | 7,476 | 7,776 | - | | | - | 72 | - | | 2,797 | 2,797 | 3,110 |

11 CONTROLLING INTEREST

| Charity name Charity number | | City of | Cowdray Hall & Art Museum Trust SC018574 | | | | | | | | | | | |
|---|---|----------------------------------|---|--------------------------------|---------------------------------------|-----------------------|---------------------------------|--------------------------------|--------------------------------|---------------------------------------|-------------------------------------|------------------------------|--------------------------------|--------------------------------|
| | Unrestricted Restri Funds Fun 2012/13 2012 £ £ | ds Funds /13 2012/13 2 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | Funds 2012/13 £ | Funds 2012/13 £ Q79250 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | Funds 2012/13 £ | Total Funds 2012/13 £ | Total Funds 2011/12 £ |
| Notes TO THE ACCOUNTS AS AT 31 MARCH | <u>e</u> 2013 | Q79012 | | - | | | Q79250 | | - | | | | | - |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | | | | |
| Donations and gifts to individuals | - | | | _ | _ | _ | _ | _ | _ | _ | _ | _ | _ | _ |
| | | | | | - | - | - | - | - | - | - | - | - | |
| 3 INVESTMENT INCOME | | | | | | | | | | | | | | |
| Interest receivable Share of lands free revenue | 449 | : : | 449 | 562 | 9 | - : | | 9 | 12 | | : | | - : | : |
| chare of rando need reterine | 449 | | 449 | 562 | 9 | - | - | 9 | 12 | | - | - | - | - |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | | | | |
| Donations and expenditures | | | - | <u> </u> | | - | - | - | 5 | | - | | - | <u> </u> |
| 5 GOVERNANCE COSTS | | | | | | | | | _ | | | | | |
| Accounting and administration | 349 | | 349 | 347 | 7 | | | 7 | 7 | | | | | |
| Independent Examiner Fee | 323 672 | | 323 672 | 347 | 323 330 | - | - | 323 330 | - 7 | | | - | - | |
| 6 INVESTMENTS HELD AS FIXED ASSETS | | | | | | | | | | | | | | |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment glains/(losses) on revaluation Market value at 31st March 2013 and 2012 | | = | | <u>:</u> | | | | <u>:</u> | <u>:</u> | | | | | <u>:</u> |
| 7 DEBTORS Composition from Entering Burgesses Prepayments & accrued income | | | - | į | | | | - | <u>.</u> | | | | - | <u>-</u> |
| | | | - | - | | | | - | - | | | | - | |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | | | | | |
| City of Aberdeen loan funds | | | 34,980 34,980 | 34,879 34,879 | | | | 712 712 | 715 715 | | | | - | |
| The trustees have invested the free reserves of ea | ch of the charities in the | City of Aberdeen loan | funds in or | der to eam inter | rest for the benefit of e | each charity. | The loan funds | s is a cash ir | vestment and is | stated at market valu | e at the Bala | nce Sheet date | t. | |
| 9 CREDITORS: Amounts falling due within one year | г | | | | | | | | | | | | | |
| Accruals and deferred income | | | 323 323 | <u> </u> | | | | 323 323 | 5 | | | | - | |
| 10 ANALYSIS OF NET ASSETS IN FUNDS | Tangible fixed assets | (liabilities) | Total | Total - | Tangible fixed assets | | Net assets/ (liabilities) | Total | Total - | Tangible fixed assets | | Net assets/ (liabilities) | Total | Total - |
| Unrestricted funds Restriced funds Endowment funds | £ - - | £ 34,657 - - | £ 34,657 - | £ 34,879 - - | £ - | | £ 390 - - | £ 390 - - | £ 710 - | £ | | £ - - | £ - - | £ - - |
| Endowners lands | - | 34,657 | 34,657 | 34,879 | | | 390 | 390 | 710 | | | - | - | |
| 44 CONTROLLING INTEREST | | | | | | | | | | | | | | |

11 CONTROLLING INTEREST

| Charity name | | Aberdee | n Art Gallery SC018575 | Trusts | | | Total | | | | | | |
|--|---------------------------------------|-------------------------------------|-----------------------------------|--------------------------------|--------------------------------|---------------------------------------|----------------|------------------------------------|----------------------------------|----------------------------------|--|--|--|
| Charity number | Unrestricted Funds 2012/13 £ | Restricted Funds 2012/13 £ | Endowment Funds 2012/13 | Total Funds 2012/13 £ | Total Funds 2011/12 £ | Unrestricted Funds 2012/13 £ | 2012/13 | Endowment Funds 2012/13 £ | Total Funds 2012/13 £ | Total Funds 2011/12 £ | | | |
| NOTES TO THE ACCOUNTS AS AT 31 MARCH | | | | | - | | | | - | - | | | |
| 1 ACCOUNTING POLICIES | | | | | | | | | | | | | |
| Please see attached sheet | | | | | | | | | | | | | |
| 2 VOLUNTARY INCOME | | | | | | | | | | | | | |
| Donations and gifts to individuals | | | | | | 495 | | | 495 495 | 806 806 | | | |
| 3 INVESTMENT INCOME | | | | | - | 49: | - | <u>-</u> | 495 | 806 | | | |
| | | | | | | 00.70 | | | | | | | |
| Interest receivable Share of lands free revenue | | - | - | | | 32,765 12,508 | - 3 | - | 32,765 12,508 | 22,911 31,134 | | | |
| | | - | - | - | | 45,187 | 7 - | - | 45,273 | 54,045 | | | |
| 4 CHARITABLE ACTIVITIES | | | | | | | | | | | | | |
| Donations and expenditures | | - | - | | | 19,443 19,443 | | - | 19,443 19,443 | 12,144 | | | |
| 5 GOVERNANCE COSTS | | | | | | | | | | | | | |
| Accounting and administration | - | - | - | - | - | 17,722 | | - | 17,722 | 15,754 | | | |
| Independent Examiner Fee | | | | | | 12,92° 30,643 | | | 12,921 30,643 | | | | |
| 6 INVESTMENTS HELD AS FIXED ASSETS | | | | | | | | | | | | | |
| Investment in Land of Skene:- Market value at 1st April 2012 and 2011 Net investment gains/(losses) on revaluation Market value at 31st March 2013 and 2012 | | | | - - - | <u>:</u> | | | | 2,071,777 80,185 2,151,962 | 2,010,142 61,635 2,071,777 | | | |
| 7 DEBTORS Composition from Entering Burgesses Prepayments & accrued income | | | | | <u> </u> | | | | 300 8,318 | 300 5,735 | | | |
| | | | | | | | <u> </u> | | 8,618 | 6,035 | | | |
| 8 INVESTMENTS HELD AS CURRENT ASSETS | | | | | | | | | | | | | |
| City of Aberdeen loan funds | | | - | | | | | | 992,268 992,268 | 986,092 986,092 | | | |
| The trustees have invested the free reserves of ea | ch of the charitie | es in the City | of Aberdeen lo | an funds in o | order to earn i | interest for the benefit of | f each charity | . The loan fund | s is a cash ir | nvestment ar | | | |
| 9 CREDITORS: Amounts falling due within one year | r | | | | | | | | | | | | |
| Accruals and deferred income | | | | | | - | - | | 14,530 14,530 | 2,945 2,945 | | | |
| 10 ANALYSIS OF NET ASSETS IN FUNDS | Tangible fixed assets £ | | Net assets/ (liabilities) £ | Total £ | Total - | Tangible fixed assets £ | | Net assets/ (liabilities) | Total £ | Total | | | |
| Unrestricted funds Restriced funds Endowment funds | - - - | | - - - | - - | * - - | 2,151,962 - - | 2 | 1,353,298 29,775 4,940 | 3,505,260 29,775 4,940 | 3,428,242 29,775 4,940 | | | |
| | | _ | - | - | | 2,151,962 | 2 | 1,388,013 | 3,539,975 | 3,462,957 | | | |
| 44 CONTROLLING INTEREST | | | | | | | | | | | | | |

11 CONTROLLING INTEREST

PENSIONS PANEL

25 NOVEMBER 2013

GOVERNANCE REPORT

9. The Panel had before it a report from the Chief Accountant which provided an update to Member on the Fund's compliance with the Pensions Fund's Governance policies.

The Pensions Manger introduced the report and advised that it provided an overview in respect of the funds governance. The report summarised current and on-going audit work, both internal and external, and issues relating to admitted bodies. The report further provided a Funding update as at 30th September 2013 and outlined current and future training and conference opportunities.

The report also provided a risk management update in respect of the implementation of the 2012 Risk Management Review. It was noted that actions in respect of Committee Member training and a tender for Actuarial and Benefit Advisory services are currently being actioned.

In considering the Administering Authority Discretions in respect of strain of the fund costs, the Panel noted that, as of June 2009, under the Administration Regulations A37(2) and A37(4) the Strain on the Fund cost can be paid up front in one single payment or currently under the administering authority discretions the Fund allows payment to be spread up to 5 years

The Panel agreed that the discretions should be amended to require one single up-front payment. If was noted that this change in policy will bring the Pension Fund in line with most LGPS in the UK. The Pensions Manager confirmed that each employer's individual position will be kept under consideration and alternative payment arrangements will still be possible on a case by case basis.

The report highlighted the need for the size of the membership of the Pensions Panel to be increased. Panel Members were agreed that the membership of the Pensions Panel should be increased to 5 Members. It was noted that the quorum for meetings will remain at 2 Members. The Head of Legal & Democratic Services advised that this recommendation would require to be referred to Full Council for consideration and approval.

The Panel Resolved:

- To amend the administering authority discretions regarding the strain on the fund payments to require up-front payments.
- To refer to Full Council the recommendation that the membership of the Pensions Panel be increased to 5 Members.
- To otherwise note the report.

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Agenda Item 6(j)

ABERDEEN CITY COUNCIL

COMMITTEE Council

DATE 18 December 2013

DIRECTOR Angela Scott

TITLE OF REPORT Update – Camping in Designated Areas

REPORT NUMBER: CG/13/134

PURPOSE OF REPORT

The purpose of the report is to update the Council as instructed at its meeting of 21 August 2013 on progress or otherwise on the consultation with the Scottish Government on the potential byelaw regarding camping in designated areas and to seek approval of a timeline.

2. RECOMMENDATION(S)

The Council is recommended to

- i) note the report, and
- ii) approve the indicative timeline

3. FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

4. OTHER IMPLICATIONS

There are no other implications arising from this report.

.

5. BACKGROUND/MAIN ISSUES

At the Council meeting of 21 August 2013 members considered the report by the Director of Housing and Environment which recommended that the Head of Legal and Democratic Services pursue

dialogue with the Scottish Government on the principle of a proposed byelaw to prevent camping on sensitive areas such as public parks, instructed such dialogue and that officers report back to every Council meeting on the progress or otherwise on the consultation.

An update was provided to the Council meeting of 31 October 2013 advising that Legal Services have written to officers at the Scottish Government as instructed. A preliminary response had been received advising that the proposal cuts across a range of issues, that a number of colleagues with the Scottish Government require to be consulted and that they will get back to us when that has been done.

This report is an update. A further report will be provided to the next Council meeting.

Update

A formal response from Scottish Government officials was received. This contained no technical advice. A further request for technical comment/advice was sought and telephone advice has now been received.

Members are reminded of the procedure for the making of byelaws as set out in the Local Government (Scotland) Act 1973 and appended to the report to Council on 1 May.

Arising from members' debate of the issues the Housing and Environment Service has been progressing work and further work is required. This includes identification of boundaries and areas, clarity on what activity is sought to be prohibited, consideration of whether a byelaw is required to be in place all year round, whether any part of the year should not be included, and whether any there should be any exceptions to a general prohibition on camping. Technical advice from officials in the Scottish Government has confirmed the need for clarification on defined areas and on activity to be prohibited eg meaning of term "use of caravan". Any proposal will also require to be the subject of an EHRIA.

Given the range of work to be done it is considered feasible to bring a proposed byelaw for consideration by Council at its March 2014 meeting. After any decision, a period of at least one month's notice of intention to approach the confirming authority (ie Scottish Government) must be advertised locally to allow objections. Thereafter application for confirmation can be made to the Scottish Government. The Scottish Government requires to take objections into account and may if considered necessary or desirable hold an inquiry. The confirming authority may confirm with or without modification or refuse to confirm any byelaw. There is no timescale in the legislation for the confirming authority to reach its decision.

IMPACT

Public – The report may generate public interest as the issue of a byelaw has attracted public interest.

Equalities – there are no equalities implications arising from this report.

7. BACKGROUND PAPERS

Council report – 21 August 2103

8. REPORT AUTHOR DETAILS

Alyson Mollison Legal Manager amollison@aberdeencity.go.uk 01224 522557 This page is intentionally left blank

Agenda Item 6(k)

ABERDEEN CITY COUNCIL

COMMITTEE Council

DATE 18 December 2013

DIRECTOR Pete Leonard & Angela Scott

TITLE OF REPORT Street-begging

REPORT NUMBER: H&E/13/090

PURPOSE OF REPORT

The purpose of this report is to obtain a decision from Council on progression of a byelaw to prohibit street-begging in Aberdeen city centre. A proposed byelaw is presented for Council's approval. The byelaw would apply in essentially the same area as the Business Improvement District (BID). The report provides background information on street-begging activity and interventions currently being taken to help address the issue.

RECOMMENDATIONS

The Council is recommended to:

Decide whether to approve a begging byelaw and the area to which it would apply as set out in Appendix A, and instruct officers to complete the statutory process for seeking confirmation of such byelaw from Scottish Government.

3. FINANCIAL IMPLICATIONS

Should Scottish Ministers in due course confirm a byelaw then costs of approximately £3,000 would be incurred in placing a press advert in accordance with the Local Government (Scotland) Act 1973 and erecting signage in the designated area around the city centre. Costs could be contained within existing community safety budgets however future decisions through budget setting process may impact on this. If community safety budgets are reduced specific funds shall require to be identified from the general fund to meet these costs.

OTHER IMPLICATIONS

Byelaw procedures are set out in the Local Government (Scotland) Act 1973. Section 201 of the Act provides that local authorities "may make byelaws for the good rule and government of the whole or any part of their area, and for the prevention and suppression of nuisances therein". Standing order 38 of

the Council's Standing Orders and Orders of Reference means that the making of byelaws requires approval at Full Council. Confirmation of the byelaw by the Scottish Ministers would be required before they could come into force. Hence, a street-begging byelaw cannot be achieved without the Scottish Ministers' agreement.

Legal Services have written to officers at the Scottish Government as earlier instructed by Council. A response has been received offering technical views mainly concerned with clearly identifying which streets are to be covered. Clarification was sought and confirmation provided that Aberdeen City Council is fully aware of the views of the Scottish Government on the general policy of criminalizing non-aggressive begging. The Scottish Government's response has been taken into account in producing the suggested byelaw.

The Scottish Government wrote to all local authorities in 2012 informing of their policy in respect of street-begging byelaws. A copy of this letter is appended to this report as appendix E.

The Scottish Government stated that "the act of begging itself should not to be criminalised and we will not support any byelaws that seek to criminalise the act of begging".

This gives a clear indication that the Scottish Government is highly unlikely to confirm a street-begging byelaw.

5. BACKGROUND/MAIN ISSUES

The Council meeting on 21 August 2013 instructed officers to commence without delay consultation with the Scottish Government on a potential byelaw to prohibit street-begging, noting the success of the local byelaw in respect of drinking in public places and confirming that the report noted Aberdeen City Division, Police Scotland, was supportive of the Council exploring further measures in how to positively deal with those who beg in Aberdeen, which included their support for further investigation of a byelaw to prohibit street-begging

The street-begging forum is a local partnership which meets to develop strategies to address issues related to street-begging in Aberdeen city centre. The partnership includes the Council (housing, homelessness, community safety and social work), Police Scotland, UK Border Agency, Alcohol and Drug Partnership (ADP), Big Issue and voluntary sector organisations including Bethany Christian Trust and Aberdeen Cyrenians.

Frequency of meetings have increased during 2013 prompted by requests from the Council's administration for the introduction of a byelaw to criminalise street-begging in the city. The partnership's focus is not solely on a legislative response and it identifies and agrees a wider strategic response.

Survey

Grampian Police undertook a survey in February 2013 to inform the partnership on numbers of street-beggars, their housing, social and health needs, and motivations. A summary of findings is as follows:

- 1. 31 individuals who regularly beg (not all at the same time) were encountered.
- 2. 19 UK nationals and 12 foreign nationals (mix of mostly Eastern European individuals).
- 3. 26 males (18 UK nationals, 8 non-UK nationals) and 5 females (2 UK nationals and 3 non-UK nationals).
- 4. None are 'homeless/roofless' but one male is resident in a hostel.
- 5. 29 have Aberdeen addresses, 2 (1 male and 1 female non-UK nationals) have the same address in Kirkcaldy.

Most UK national beggars have alcohol and/or drugs misuse problems and are begging to fund their habits. Non-UK nationals tend to be begging because it is a relatively easy source of income.

Most street-begging happens at evenings as a consequence of the generosity of people socialising in city centre.

Non-UK nationals are mostly, if not all, Romanian and Bulgarian nationals.

Comparing these findings with a surveys undertaken in 2009 shows that the overall number of street-beggars is similar. However in 2009 all beggars could be described as local and most with substance misuse problems. The reduction in numbers of local people street-begging gives some indication that positive impact has been made in dealing with the issue.

Officers consider that street-begging activity has decreased in the past nine months. This applies particularly to begging activity by migrant street-beggars. More robust policing further described below is likely to be the main reason for this reduction.

Complaints, criminal charges and views

Since April 2013 Police Scotland has recorded 32 incidents in the city centre where reference has been made to street beggars. Not all of these related to begging activity. In the same period police has detected 15 crime in relation to street begging. Most of which were proactively initiated by Police Officers. Of these 15 people charged two have been from Eastern European states and the majority local residents of white Scottish ethnicity.

It should be noted that police also receive complaints from street-beggars reporting as victims of aggression and intimidation from members of the public

A review of Council records has identified five complaints received in the past three years.

Aberdeen Inspired (formerly known as Aberdeen Business Improvement District), which has been participating in the partnership, was been asked to obtain information from its members on the impact that street-begging has on business and general views on the issue. Aberdeen Inspired report that various members have been adversely affected by street-begging activity. Often shop or security staff will move beggars on from around their premises either as a preventative approach or in response to complaints. No incidents involved migrant beggars however some staff do feel insecure when locking up and migrant beggars are situated close by. There is some sharing of information between beggars and security staff at shopping centres which has allowed a mutually beneficial arrangement to develop.

Partnership Actions

The street-begging forum has agreed the following actions which are on-going or in the process of being implemented.

The <u>communications strategy</u> has been refreshed with the over-riding message asking that people do not give directly to beggars. Further, highlighting that almost all (if not all) have access to housing and other relevant services to meet any health and social needs. That many beggars use the money collected to feed alcohol and drug habits will also be communicated.

Aberdeen Cyrenians and Bethany Christian Trust will continue to engage beggars on-street helping direct beggars towards relevant support services if appropriate. An information booklet for beggars giving information about relevant services is being revised and will be distributed by various services which encounter beggars – eg police and city wardens. Bethany Christian Trust receive funds collected through begging boxes to enable purchase of items that will help remove begging needs of individuals (obviously this will not extend to alcohol and drugs).

<u>UK Border Agency</u> have undertaken patrols to address begging by relevant non-UK nationals who cannot remain in the country if supporting themselves by street-begging. <u>Police</u> also have powers in this regard and this was clarified to officers earlier this year so that these powers can be robustly utilised.

Increased focus on street-begging this year prompted Police to review their response to street-begging activity. Since 1 April Police have been taking a far more pro-active approach to dealing with incidences of street-begging that they encounter on patrols and in response to complaints received. Greater use of public space CCTV to monitor activity is also an element of their enhanced approach. This more pro-active approach is considered to be a main reason for the perceived reduction in street-begging activity in recent months.

Byelaw

The Council has previously thoroughly investigated and considered a street-begging byelaw with reports to Policy and Strategy committee in 2008 and Council in 2009. Council resolved to follow the advice from the Scottish Government, the Procurator Fiscal, Grampian Police and Council officers and not proceed at that time with efforts to establish a byelaw against street begging in Aberdeen.

As mentioned above, on 4 September 2012 the Cabinet Secretary for Justice wrote to all local authorities setting out the Scottish Government's policy on byelaws to prohibit street-begging. This letter explained that the Scottish Government had received a number of inquiries from local authorities on the subject in recent years. The Scottish Government believes that there are currently sufficient criminal powers to deal with aggressive type begging and that "the act of begging itself should not to be criminalised and we will not support any byelaws that seek to criminalise the act of begging". The Scottish Government also expresses support for multi-agency approaches to dealing with the complex housing, health and social needs that it believes are factors leading to street-begging.

A byelaw to prohibit street-begging is at appendix A. This is a revised version of the draft byelaw developed in 2009 and our legal services have provided guidance in preparing this. Should Council decide to approve a begging byelaw the Council must approve the wording of this as part of its decision

Reflecting that the vast majority of street-begging occurs around the city centre and in support of city centre regeneration objectives, the street-begging byelaw would apply to the designated Business Improvement District (BID) area around the city centre. A plan of the proposed area is at appendix B. It is proposed to append a map clearly defining the boundaries of the area within which begging is to be prohibited. A large version of the map will be displayed in the Council Chamber during the Council meeting. The use of an area specific byelaw would introduce an element of inconsistency in the city. For example, begging would be permitted in streets immediately adjacent to others where it would be an offence. However, begging outside the city centre is likely to continue to be infrequent given that beggars rely upon high levels of footfall which are far less outside the city centre. If an area specific byelaw results in increased begging outside the city centre then it might create additional safety risks to the public in the event of aggressive street-begging. Areas outside the proposed specified area are unlikely to have CCTV coverage, likely to have less city warden and police patrols and fewer other members of the public to act as deterrents and to intervene in respect of aggressive begging.

Officers have consulted Police Scotland and the Procurator Fiscal regarding a potential byelaw.

Police Scotland would be responsible for enforcing a byelaw and in May, Police Scotland expressed the following views on a potential byelaw.

"Aberdeen City Division, Police Scotland, is supportive of our partners exploring further measures in how we positively deal with those who beg in Aberdeen. This includes our support for further investigation and appraisal of a bye-law to prohibit street-begging.

Police Scotland has been consulted again on this matter and its full response is detailed at appendix C. The following is sets out Police Scotland's current views on the byelaw proposal:

"Our overarching position is that we will tackle aggressive and organised begging robustly using the powers we currently have at our disposal. We are not seeking additional powers in this regard."

The Procurator Fiscal would be responsible for prosecuting offences under any future byelaw. The PF has previously raised some concerns about the need for a byelaw, its potential effectiveness, its potential impact on the criminal justice system and also raised issues related to its enforceability. Further, he highlighted that police powers to deal with breach of the peace offences which might arise through street-begging activities have been improved through enactment of the Criminal Justice and Licensing (Scotland) Act 2010. The PF has been consulted on this report and any views to be received would be shared with Council in advance of the meeting.

Council officers have liaised with counterparts from Glasgow Community Safety Services who are working with Glasgow City Council on preparing a case for a street-begging byelaw. Colleagues in Glasgow have expressed a desire to work collaboratively with this Council and other Scottish cities with a view to a combined approach to the Scottish Government. Officer advice is that a combined approach supported by evidence from various local authorities may be more persuasive than individual approaches. No further joint progress has been made since previously reported to Council.

Further discussion

Street-begging is a long-standing issue in Aberdeen city centre and in many other major towns and cities, nationally and internationally.

Since 2009 when the Council previously considered a street-begging byelaw the extent of begging has not increased and perhaps there may have been a slight decrease in activity. A significant change has been the prevalence of migrant street-beggars attracted to beg in Aberdeen apparently due to it providing an easy source of income.

Unlike most UK national street-beggars, most migrant street-beggars are not begging to fund any substance misuse problem nor does it seem to be a consequence of housing, social or health needs. It also seems that there may be an element of organisation to street-begging by migrant beggars in order to maximise income. Romanian and Bulgarian nationals can enter and live in

the UK without needing to apply for permission, if they can support themselves and their families in the UK without becoming an unreasonable burden on public funds. Currently Bulgarian and Romanian nationals may need to apply for permission before they can work here. Street-begging is not an acceptable means of supporting themselves or their families hence police and UK Border Agency will take action when Romanian and Bulgarian nationals are found to be street begging. In 2014 these rules are relaxed and as a consequence the powers of police and UK Border Agency to deal with street-begging by Romanian and Bulgarian nations will cease.

Most UK national street-beggars have a substance misuse problem but substance misuse services are accessible and certainly far more so than in 2009. This is particularly helped through the services provided at the Timmermarket clinic which is situated in the city centre.

Recorded complaints about street-begging in Aberdeen may be considered low compared with perceived levels of public dissatisfaction about the prevalence of street-begging in Aberdeen city centre. The low level of recorded complaints may be explained by apathy and uncertainty about where complaints should be made. However, essentially members of the public who give money to street-beggars are perpetuating the problem through these actions.

The Scottish Government are unequivocal that they do not support byelaws for street-begging. Police Scotland and the Procurator Fiscal would concur that there are already sufficient powers to deal with aggressive begging. There would also be consensus with the Scottish Government's view that beggars' housing, social and health needs should be met and a collaborative approach is key to this. However, and particularly in respect of migrant beggars, there are no apparent unmet needs in these regards. And, where needs do exist significant effort is being exerted to direct and encourage engagement with relevant services which seem to be relatively readily available. The street begging forum is ensuring a collaborative approach is being delivered with diverse actions taken to reduce levels of street-begging in the city centre.

Council should also consider that begging has been against the law in England for over 100 years and yet begging remains an issue in cities and large towns there. This would support Procurator Fiscal's view that a street-begging byelaw may not be sufficiently effective.

It can be concluded that more needs to be done to address street-begging. The street-begging forum is ensuring an approach in keeping with Scottish Government recommendations however this approach is insufficiently effective in eliminating street-begging. Whilst there may be views that a byelaw is required, it is highly unlikely that the Scottish Ministers would confirm such as matters stand. Should Council decide that further work should be undertaken in pursuance of a byelaw then this may be most effectively served by collaborating with other Scottish local authorities and engagement with the Scottish Government.

6. IMPACT

Reducing levels of street-begging is likely to enhance the city centre's reputation as place to visit, shop and socialise. Addressing the social, health and housing needs of street-beggars supports various objectives within the single outcome agreement and five-year business plan.

Concerns exists in the city about street-begging activity in terms fear and alarm caused; impact on business and city image; and also, concern for the well-being of the beggars. The street-begging forum delivers an extensive strategy in line with Scottish Government recommendations however the issue does persist. Additional intervention is required to further reduce and eliminate street-begging.

Equalities and human rights issues need to be considered in the context of the Council's public sector equality duty as set out in s 149(1) of the Equality Act 2010. Members attention is directed to the EHRIA appended (Appendix D) There are various negative and positive impacts likely to arise through the implementation of a byelaw. It may be perceived that people who complain about feeling unsafe due to the presence of street beggars (which include people with disabilities and older people, local businesses and others) may benefit from the introduction of the byelaw. Disability groups would experience positive impacts through reduced trip hazards arising from streetbeggars. All protected characteristics would benefit from reduced alarm and distress caused by aggressive street-begging. People who beg may be subject to warnings/arrest/fine/criminal record etc for begging in Aberdeen and this included individuals with multiple long term problems including substance misuse. Beggars may face increased poverty due to removal/reduction in begging income. However, this may encourage their engagement with relevant support services resulting in their improved health and well-being outcomes in the longer term.

The byelaw may interfere with an individual's rights under Article 3 (inhumane/degrading treatment or punishment) and/or 10 (freedom of expression) however it may be argued that the byelaw is towards a legitimate aim and proportionate.

Street-begging is a subject that attracts a high profile in local media. Discussions about a street-begging byelaw are likely to be a matter reported nationally.

MANAGEMENT OF RISK

Street-begging has a negative impact on the city's reputation. Failing to satisfactorily address the matter may create risk to the vibrancy of the city centre.

Care must be taken that public expectation is not raised unrealistically that a street-begging byelaw may be secured and that should it be, then it would eradicate entirely street-begging in the city.

Best practice interventions are essential to manage risk of harm to streetbeggars in terms of protecting them from harm and meeting their housing, health and social needs.

Some beggars have indicated that they beg as an alternative to committing crime. Prohibition of street-begging may create risk that street-beggars will commit crime particularly to fund drug and alcohol dependencies.

From 2014, restrictions on Bulgarian and Romanian's status within the UK will change meaning that powers of the UK Border Agency and police to deal with street-begging no longer apply. This creates risk of increased street-begging however this risk may be reduced with increased rights to public funds and benefits.

BACKGROUND PAPERS

Street-begging report and minute of Housing and Environment committee meeting 14 May 2013

Proposed Street-begging Byelaw report and minute of Council meeting 20 May 2009.

Street-begging report and minute of Council meeting

Update Street-begging report and minute of Council meeting 31 October 2013.

8. REPORT AUTHOR DETAILS

Neil Carnegie Alyson Mollison Service Manager – Community Safety Legal Manager

Telephone: 01224 219451 Telephone: 01224 522557

Email: Email:

ncarnegie@aberdeencity.gov.uk amollison@aberdeencity.gov.uk

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ABERDEEN CITY COUNCIL

(PROHIBITION OF BEGGING IN DESIGNATED AREA) BYELAWS 20

Aberdeen City Council ("the Council"), in exercise of the powers conferred on it by Section 201, 202 and 203 of the Local Government (Scotland) Act 1973, and of all other powers enabling it in that behalf, hereby makes the following byelaws:

Interpretation and Citation

1. (1) In these byelaws, unless the context otherwise requires:

"designated area" means any street or place to which the public have access within the area shown delineated in red on the map annexed and executed as relative hereto.

(2) These byelaws may be cited as the Aberdeen City Council (Prohibition of Begging in Designated Area) Byelaws 20

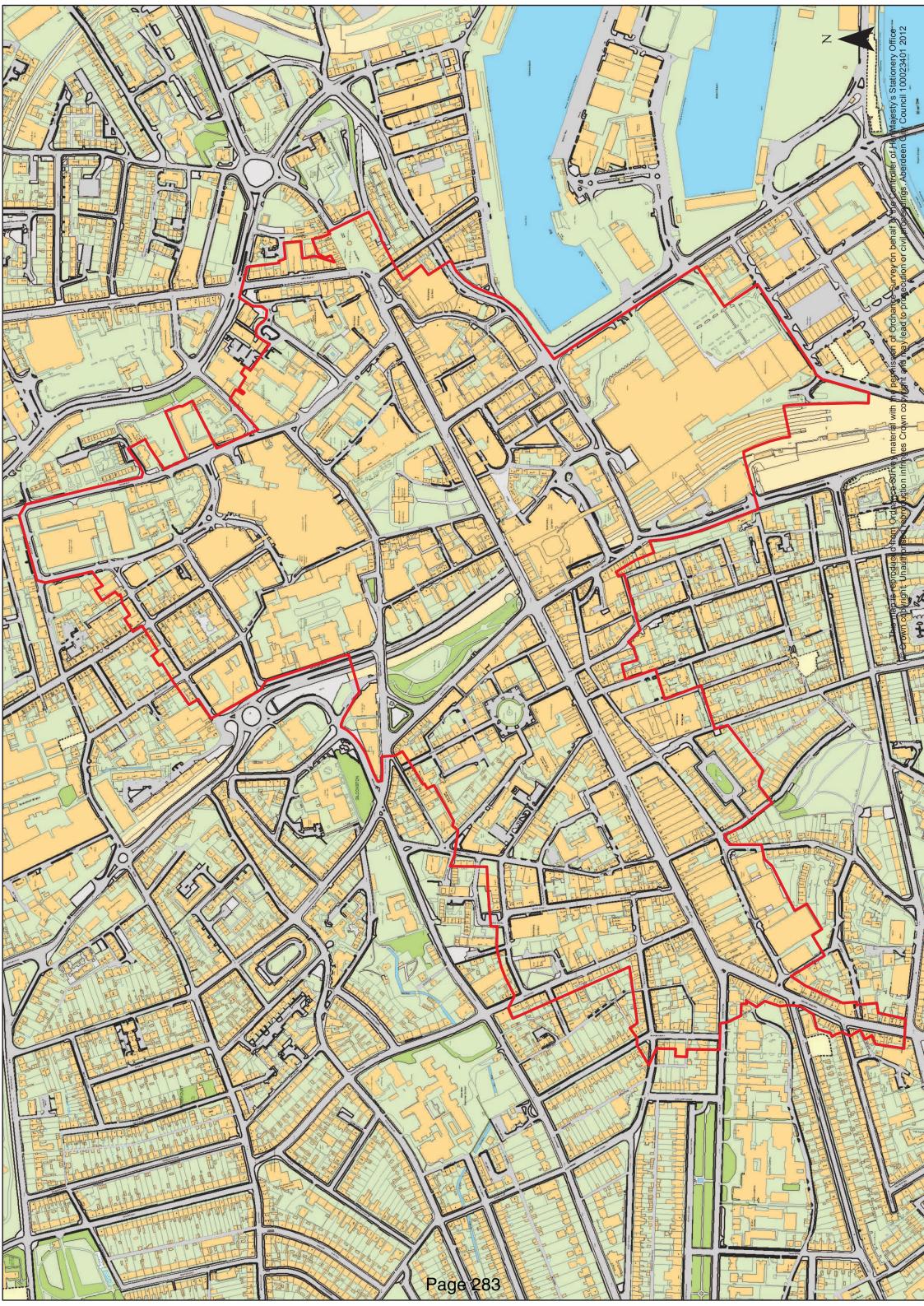
Offence

- 2. (1) Any person who, in the designated area,
- (a) begs, or
- (b) otherwise acts with the purpose of inducing the gifting of money or goods, so as to cause or be likely to cause annoyance, and fails to desist upon being required to do so by a constable, shall be guilty of an offence.
- (2) A person guilty of an offence under subsection (1) shall be liable on summary conviction to a fine not exceeding level 2 on the standard scale.
- (3) A person participating in a public charitable collection in respect of which
- (a) Aberdeen City Council has given its permission under section 119 of the Civic Government (Scotland) Act 1982, or
- (b) such permission is not required by virtue of a direction of the Scottish Ministers under the said section 119,

shall not be guilty of an offence under this section."

Public Notices of Effect

- 3. (1) The Council shall erect one or more signs at or reasonably adjacent to prominent boundaries of the designated area for the purpose of giving notice of the effect of these byelaws.
- (2) It shall be no defence in proceedings against a person for an offence under these byelaws that the Council failed to comply with paragraph (1) of this byelaw.



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NOT PROTECTIVELY MARKED

5 December 2013

Your Ref:

Our Ref: A41.10/12/21

Mr Neil Carnegie Service Manager -Community Safety Housing and Environment Aberdeen City Council Community Safety Hub First Floor Frederick Street Centre Frederick Street **ABERDEEN AB24 5HY**



Keeping people safe

Sir Stephen House QPM Chief Constable

Aberdeen City Division Queen Street Aberdeen AB10 1ZA

101

AberdeenServiceCentre@scotland.pnn.police.uk

Dear Mr Carnegie

PROHIBITION OF BEGGING BYELAW

I refer to the above subject and your recent circulation of the draft documents regarding the proposed introduction of a byelaw to address street begging in Aberdeen City. I thank you for the opportunity to respond on behalf of Police Service of Scotland.

I note that you have made reference to the position adopted by the Scottish Government in terms of their reluctance to support a byelaw to criminalise the act of begging, and acknowledge your observations in this regard.

Street begging is a relatively long-standing issue in our City Centres across Scotland and is a matter of varying levels of concern to the communities and retailers which populate them, and indeed the local elected members who represent them. These concerns are occasionally reflected in complaints made to the Police, which we naturally have to deal with by way of immediate unilateral operational responses and/or longer term problem solving strategies with partner agencies

Our overarching position is that we will tackle aggressive and organised begging robustly using the powers we currently have at our disposal. We are not seeking additional powers in this regard.

NOT PROTECTIVELY MARKED

2.

With regard to the number of reports made to Police Service of Scotland since April 2013, we have recorded 32 incidents in Aberdeen City Centre where reference has been made to street beggars. Not all of these related to begging activity. Incidents are the mechanism by which we record contacts from members of the public reporting matters to us on our Command and Control systems. We will often receive multiple contacts regarding one matter, but not all incidents will result in a Crime Report being generated.

In the same period, we have detected 15 crimes in relation to street begging. Many of these were proactively initiated by Police Officers.

I would ask that you amend the opening paragraph of the section titled 'Complaints, Criminal Charges and Views' to reflect these statistics.

For those crimes detected, these relate to instances where it has been perceived that the activity of the person begging has been aggressive or intimidating to members of the public. Examples include begging within 20 metres of an Automated Transaction Machine (ATM), or where an element of harassment or threatening behaviour has been apparent. Our response to such reports is tiered. For example, a beggar in proximity to an ATM device will normally receive a warning prior to being charged and be asked to move from their location, although this position can vary dependent upon the circumstances.

I also note the reference you have made within the report to migrant beggars in Aberdeen City, particularly the historical prevalence of Romanian or Bulgarian nationals. We agree that this will require a degree of monitoring when the rules regarding travel to the United Kingdom from these countries are relaxed in 2014, to determine if the profile or activities of street beggars in the City changes significantly, be that positively or negatively.

However, I would ask you to note that of the 15 people charged by Police Service of Scotland in relation to street begging in Aberdeen City since 1 April 2013, only two have been from Eastern European states. By far the majority have been local residents of Aberdeen City, principally of white Scottish ethnicity.

I would also add that, in recent months, there has been a visible decrease in the number of people begging on the streets in Aberdeen City Centre. This has recently been referred to by members of the public during meetings and local media outlets.

NOT PROTECTIVELY MARKED

3.

In addition to enforcement and support activity, we will also seek to gather intelligence and evidence as to the extent to which such City-based begging is criminally organised. There is some anecdotal evidence that this may be an emerging threat in some areas and we would wish to test and validate this.

We absolutely recognise that street begging is an increasingly complex social issue, which will not be resolved sustainably by Police enforcement alone. It requires a sophisticated, innovative and multi-stranded partnership approach, based upon the local context and led by the partners who can make the sustainable differences, such as Local Authorities and charities.

We would therefore be supportive of such lead partners developing broad local strategies to deal with the issue, whether these strategies consider the introduction of byelaws or not, and look forward to working in partnership to identify long-terms sustainable solutions to this complex issue.

Yours sincerely

Adrian Watson
Chief Superintendent
Local Police Commander

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V6 – 19 December 2012

Equality and Human Rights Impact Assessment - the Form

There are separate guidance notes to accompany this form – "Equality and Human Rights Impact Assessment – the Guide." Please use these guidance notes as you complete this form. Throughout the form, **proposal** should be understood broadly to include the full range of our activities and could refer to a decision, policy, strategy, plan, procedure, report or business case, embracing a range of different actions such as setting budgets, developing high level strategies and organisational practices such as internal restructuring. Essentially everything we do!

H&E/13/058

STEP 1: Identify essential information

1. Committee Report No.

| 2. | Name of proposa | al. Street-beggin | ng | | |
|-----|-------------------|-------------------------------------|---------------------------------|-------------------------|--|
| 3. | Officer(s) comple | ting this form. | | | |
| Nar | me | Designation | Service | Directorate | |
| Nei | l Carnegie | Service Manager – Community Safety | Housing and Community Safety | Housing and Environment | |
| 4. | Date of Impact A | ssessment. 25/07 | 7/13 | | |
| 5. | When is the prop | osal next due for re | eview? 18 December 20 | 114 | |
| 6. | Committee Name | e. Council | | | |
| 7. | Date the Commit | tee is due to meet. | 18 December 20 | 13 | |

8. Identify the Lead Council Service and who else is involved in delivering this proposal (for example other Council services or partner agencies).

Housing and Community Safety and Legal Services – Police Scotland and Procurator Fiscal – who would enforce the by-law and prosecute and cases. Scottish Government who must approve any request for a bye-law.

9. Please summarise this Equality and Human Rights Impact Assessment (EHRIA). This must include any practical actions you intend to take or have taken to reduce, justify or remove any adverse negative impacts. This must also include a summary of how this proposal complies with the public sector equality duty for people with protected characteristics - see Step 2. Please return to this question after completing the EHRIA.

Concerns exists in the city about street-begging activity in terms fear and alarm caused; impact on business and city image; and also, concern for the well-being of the beggars. The street-begging forum delivers an extensive strategy in line with Scottish Government recommendations however the issue does persist. Additional intervention is required to further reduce and eliminate street-begging.

There are various negative and positive impacts likely to arise through the implementation of a bye-law. It may be perceived that people who complain about feeling unsafe due to the presence of street beggars (which include people with disabilities and older people, local businesses and others) may benefit from the introduction of the bye-law. Disability groups would experience positive impacts through reduced trip hazards arising from street-beggars. All protected characteristics would benefit from reduced alarm and distress caused by aggressive street-begging. People who beg may be subject to warnings/arrest/fine/criminal record etc for begging in Aberdeen and this included individuals with multiple long term problems including substance misuse. Beggars may face increased poverty due to removal/reduction in begging income. However, this may encourage their engagement with relevant support services resulting in improved health and well-being outcomes in the longer term.

The bye-law may interfere with an individual's rights under Article 3 (inhumane/degrading treatment or punishment) and/or 10 (freedom of expression) however it may be argued that the bye-law is towards a legitimate aim and proportionate.

| Where will you publish the results of the Equality and Human Rights Impact essment? Tick which applies. |
|--|
| Para 9 of EHRIA will be published in committee report in Section 6 "Impact" Full EHRIA will be attached to the committee report as an appendix Copied to Equalities Team to publish on the Council website |

STEP 2: Outline the aims of the proposal

11. What are the main aims of the proposal?

The proposed bye-law seeks to reduce street-begging in Aberdeen, in particular non-aggressive street-begging (aggressive begging can be tackled through existing legal measures) which causes the public and businesses concern, feeling unsafe as well as concern about the image of the city.

12. Who will benefit most from the proposal?

The general public, and in particular those people and businesses who feel unsafe because of the presence and nuisance activity of non-aggressive beggars.

The Council by improved image of Aberdeen by reducing the impact of street-beggars on the image of the city centre, and reducing fear of crime and public concern about the city centre being unsafe.

Beggars may also benefit given the removal/reduction in income from begging may encourage their engagement with relevant social, health and housing services resulting in improved outcomes for them.

13. You should assess the impact of your proposal on equality groups and tell us how implementing this proposal will impact on the needs of the public sector equality duty to: eliminate discrimination, harassment and victimisation; advance equality of opportunity; and foster good relations.

The proposed bye-law will not eliminate discrimination, harassment and victimisation; or advance equality of opportunity. It may foster good relations should relations improve between those who beg and those who do not.

The proposed bye-law would target a group perceived by many as disadvantaged and excluded. Local audits have shown that a significant proportion of those begging in the city centre have substance misuse problems.

Approx. one third of those begging in Aberdeen at an audit in February 2013 were Romanian and Bulgarian nationals.

Those begging can be seen by many as causing alarm and distress and impacting on the image of the city centre in particular Union Street. Most of such complaints relate to aggressive begging which is covered by existing enforcement powers.

STEP 3: Gather and consider evidence

15. What **evidence** is there to identify any potential positive or negative impacts in terms of involvement, consultation, research, officer knowledge and experience,

Equality and Human Rights Impact Assessment – the Form.
equality monitoring data, user feedback and other? You must consider relevant
evidence, including evidence from equality groups.

Grampian Police undertook a survey in February 2013 to inform the partnership on numbers of street-beggars, their housing, social and health needs, and motivations. A summary of findings is as follows:

- 1. 31 individuals who regularly beg (not all at the same time) were encountered.
- 2. 19 UK nationals and 12 foreign nationals (mix of mostly Eastern European individuals).
- 3. 26 males (18 UK nationals, 8 non-UK nationals) and 5 females (2 UK nationals and 3 non-UK nationals).
- 4. None are 'homeless/roofless' but one male is resident in a hostel.
- 5. 29 have Aberdeen addresses, 2 (1 male and 1 female non-UK nationals) have the same address in Kirkcaldy.

Most UK national beggars have alcohol and/or drugs misuse problems and are begging to fund their habits. Non-UK nationals tend to be begging because it is a relatively easy source of income.

Most street-begging happens at evenings as a consequence of the generosity of people socialising in city centre.

Non-UK nationals are mostly, if not all, Romanian and Bulgarian nationals.

Comparing these findings with a surveys undertaken in 2009 shows that the overall number of street-beggars is similar. However in 2009 all beggars could be described as local and with substance misuse problems. The reduction in numbers of local people street-begging gives some indication that positive impact has been made in dealing with the issue.

Officers consider that street-begging activity has decreased in the past three months. This applies particularly to begging activity by migrant street-beggars.

Police received 67 complaints about street-begging activity between 2010 – 17 June 2013. Most of these complaints include allegations of aggression and intimidation towards members of the public. None of the complaints up to 31 March 2013 resulted in relevant criminal charges which are available to police to deal with aggressive begging. However, since April 2013 police has increased their priority to dealing with the issue and taking a far more robust approach to investigation and enforcement. Since April 2013, 11 crimes have been recorded and all detected resulting in actions such as reporting to procurator fiscal, fixed penalty notices and formal warnings.

It should be noted that police also receive complaints from street-beggars reporting as victims of aggression and intimidation from members of the public

A review of Council records has identified three complaints received in the past three years.

Aberdeen Inspired (formerly known as Aberdeen Business Improvement District), which has been participating in the partnership, was been asked to obtain information from its

members on the impact that street-begging has on business and general views on the issue. Aberdeen Inspired report that various members have been adversely affected by street-begging activity.

Elected members have regularly raised concerns about street-begging and its impact on the image and safety of the city centre.

A previous campaign by a local newspaper led to concerns about increased hostility and threats towards those begging. Whether or not a bye-law is approved, public concern about beggars will continue.

There may be further public concern if a by-law is granted and can only be used in limited circumstances and/or is ineffective in reducing street-begging in the long term.

The bye-law is likely to raise public expectations on reducing/removing street-begging which may not be met.

A section of the public will be concerned that those begging are being unfairly targeted when they cannot obtain services eg drug treatment.

STEP 4: Assess likely impacts on people with Protected Characteristics

16. Which, if any, people with protected characteristics and others could be affected positively or negatively by this proposal? Place the symbol in the relevant box. Be aware of cross-cutting issues, such as older women with a disability experiencing poverty and isolation.

(Positive +, neutral 0, - negative)

| Protected Charac | teristics | 3 | | | |
|----------------------------------|-----------|----------------------------|---|---------------------------|---|
| Age - Younger Older | + | Disability | | Gender Reassignment* | 0 |
| Marriage or Civil Partnership | | Pregnancy and Maternity | 0 | Race** | 0 |
| Religion or Belief | 0 | Sex (gender)*** | | Sexual orientation**** | 0 |
| Others e.g. poverty | + | | | | |

Notes:

- Gender Reassignment includes Transsexual
- ** Race includes Gypsy/Travellers
- *** Sex (gender) i.e. men, women
- **** Sexual orientation includes LGB: Lesbian, Gay and Bisexual
- 17. Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above.

In making the assessment you must consider relevant evidence, including evidence received from individuals and equality groups. Having considered all of these elements, you must take account of the results of such assessments. This requires you to consider taking action to address any issues identified, such as removing or mitigating any negative impacts, where possible, and exploiting any potential for positive impact. If any adverse impact amounts to **unlawful discrimination**, the policy must be amended to avert this. Detail the impacts and describe those affected.

Positive impacts (describe protected characteristics affected)

It may be perceived that people who complain about feeling unsafe due to the presence of street beggars (which include people with disabilities and older people, local businesses and others) may benefit from the introduction of the byelaw.

Disability groups would experience positive impacts through reduced trip hazards arising from street-beggars.

All protected characteristics would benefit from reduced alarm and distress caused by aggressive street-begging.

Negative Impacts

(describe protected characteristics affected)

People who beg may be subject to warnings/arrest/fine/criminal record etc for begging in Aberdeen and this included individuals with multiple long term problems including substance misuse.

Beggars may face increased poverty due to removal/reduction in begging income. However, this may encourage their engagement with relevant support services resulting in improved health and well-being outcomes in the longer term.

STEP 5: Human Rights - Apply the three key assessment tests for compliance assurance

18. Does this proposal/policy/procedure have the potential to interfere with an individual's rights as set out in the Human Rights Act 1998? State which rights might be affected by ticking the appropriate box(es) and saying how. If you answer "no", go straight to question 22.

| X□ Article 3 – Right not to be subjected to torture, inhumane or degrading treatment or punishment □ Article 6 – Right to a fair and public hearing □ Article 8 – Right to respect for private and family life, home and correspondence X□ Article 10 – freedom of expression □ Other article not listed above |
|--|
| How? The proposed by-law could be regarded as introducing a local law which will lead to a those involved in street-begging being unfairly punished for something which is not unlawful in the rest of Scotland. Unlike in England, where there is longstanding legislation banning begging, there is no such legislation in Scotland. |
| It could also be seen as restricting peoples freedom of expression by stopping them sitting on the public street and seeking money. (Aggressive behaviour is covered by existing legislation). |
| Legality |
| 19. Where there is a potential negative impact is there a legal basis in the relevant domestic law? |
| Yes – s 201 of the Local Government (Scotland) Act 1973 |
| |
| |

Legitimate aim

20. Is the aim of the policy identified in Steps 1 and 2 a legitimate aim being served in terms of the relevant equality legislation or the Human Rights Act?

Yes – it seeks to protect the wider public from the negative impacts of begging behaviour and nuisance activity, leading to people feeling threatened, unsafe and fear of crime. As set out in section 13 above the aim of the bye-law is also to address all 3 strands of the public sector equality duty in s.149 of the Equality Act 2010

Proportionality

21. Is the impact of the policy proportionate to the legitimate aim being pursued? Is it the minimum necessary interference to achieve the legitimate aim?

Yes. The street-begging forum delivers an extensive strategy to reduce street-begging however the issues persists. The strategy is in line with that recommended by the Scottish Government. A bye-law provides an additional measure that can contribute to reduced street-begging and is proportionate to the legitimate aimed pursued. Further, the potential byelaw would only apply to the area most adversely affected by street-begging.

STEP 6: Monitor and review

22. How will you monitor the implementation of the proposal? (For example, customer satisfaction questionnaires)

Police Scotland would assist monitoring the implementation of the by-law, how many warnings, charges issued.

The joint street-begging sub group would consider this information on a quarterly/6 monthly basis to ensure that resources are targeted properly to ensure that those involved in begging have contact with staff who can assess their needs and offer access to support and assistance to services to help them exit street-begging.

The public would be consulted periodically through City Voice and local consultations on the impact of the by-law.

23. How will the results of this impact assessment and any further monitoring be used to develop the proposal?

If the bye-law were granted, its impact on numbers involved in street-begging will be monitored, along with court outcomes in relevant cases. Any adjustments to the terms of the bye-law will be considered in the light of this evidence.

STEP 7 SIGN OFF

The final stage of the EHRIA is formally to sign off the document as being a complete, rigorous and robust assessment.

Person(s) completing the impact assessment.

| Name | Date | Signature |
|---------------|----------|-----------|
| Neil Carnegie | 02/12/13 | |
| | | |
| | | |

Quality check: document has been checked by

| Name | Date | Signature |
|--------------|------|-----------|
| Sandra Bruce | | |
| | | |
| | | |

Head of Service (Sign-off)

| Name | Date | Signature |
|------|------|-----------|
| | | |
| | | |
| | | |

Now -

Please send an electronic copy of your completed EHRIA - without signatures - together with the proposal to:

Equalities Team
Customer Service and Performance
Corporate Governance
Aberdeen City Council
Business Hub 13
Second Floor North
Marischal College
Broad Street
Aberdeen
AB10 1AB

Telephone 01224 523039 Email sandrab@aberdeencity.gov.uk

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Rùnaire a' Chaibineit airson Ceartais Cabinet Secretary for Justice Coinneach MacAsgaill BPA Kenny MacAskill MSP

F/T: 0845 774 1741

E: scottish.ministers@scotland.gsi.gov.uk



Chief Executives - Local Authorities

DELIVERING A GAMES LEGACY FOR SCOTLAND

4 September 2012

Dear Sir or Madam.

BYELAWS PROHIBITING STREET BEGGING

Over the past few years the Scottish Government has received a number of inquiries from local authorities seeking views on whether byelaws prohibiting street begging would be an appropriate mechanism for dealing with this issue. Therefore, I thought it would be helpful if I set out below confirmation of the Scottish Government's policy on street begging in the context of the use of byelaws.

For anyone begging and behaving in a manner that constitutes a breach of the peace or anyone begging and using threatening and abusive behaviour, existing criminal laws can be used to prosecute them for this behaviour. That is why there are currently no byelaws banning street begging in force anywhere in Scotland as we consider it is unnecessary to introduce byelaws to tackle 'aggressive' street begging because there is adequate legal provision in place in Scotland to deal with such behaviour. In addition to the criminal offences noted above, there are also provisions contained in the Civic Government (Scotland) Act 1982 and the Antisocial Behaviour etc. (Scotland) Act 2004 which local authorities and police can use to deal with acts of aggressive street begging. As a matter of policy, we believe that if the act of begging does not involve any alarming or distressing behaviour that may constitute a breach of the peace or any other type of behaviour that breaches other existing criminal offences, then the act of begging itself should not to be criminalised and we will not support any byelaws that seek to criminalise the act of begging.

As you will be aware, begging raises cross cutting social justice issues such as homelessness, drug and alcohol addiction as well as issues relating to poor mental health which we believe need to be considered when dealing with the issue of street begging. I welcome the fact that a number of local authorities have been pro-active in working with a variety of bodies such as health boards, the police, social services, the UK Border Agency (if foreign beggars have been identified) and Third Sector bodies to engage with street beggars to help them seek appropriate support and advice they require to help them deal with their immediate needs.







We believe that this multi-agency approach to address the complex social issues associated with street begging is the most positive and productive way of dealing with this issue and its associated problems. I hope you will appreciate why the Scottish Government has adopted this approach and like me, you are convinced of the benefits of adopting such a multi-agency approach to tackle this issue rather than criminalising individuals with complex social needs.

I hope you find this letter helpful.

KENNY MACASKILL





ABERDEEN CITY COUNCIL

COMMITTEE Finance, Policy & Resources Committee

DATE 5 December 2013

DIRECTOR Angela Scott (Director of Corporate Governance);

Pete Leonard (Director of Housing & Environment)

TITLE OF REPORT Draft Housing Revenue Account (HRA) Budget

and Housing Capital Budget 2014/15 to 2018/19

REPORT NUMBER: CG/13/117

1. PURPOSE OF REPORT

1.1.1 To provide elected members with information to allow the setting of the rent level for the financial year 2014/15 as well as provisional rent levels for the financial years 2015/16 to 2018/19. In turn, this will allow a capital programme for 2014/15 as well as a provisional programme for 2015/16 to 2018/19.

2. **RECOMMENDATIONS**

It is recommended that Committee consider the draft Housing Revenue Account Budget and refer it to Council on 18 December 2013 to:

- a. Approve the budget as attached in Appendix 1 of this report;
- b. Approve the weekly unrebated rents for municipal houses, as detailed in Appendix 1 of this report, to take effect from Monday 7 April 2014;
- c. Approve the level of revenue contribution to the Housing Capital budget for 2014/15 as well as a provisional contribution for the subsequent four financial years as detailed in Appendix 1 of this report;
- d. To continue to increase the level of working balances to 10% to meet future contingencies;
- e. To agree the continuation of the practice that all capital receipts, from the disposal of Council houses under right to buy, continue to be used to repay debt for 2014/15 and future years;
- f. Approve the level of miscellaneous rents and service charges, including Heat with Rent as detailed in Appendix 1 of this report;
- g. Set a capital programme for the financial year 2014/15 based on the rent strategy adopted as well as the indicative level of programme for the financial years 2015/16 and 2018/19;

- h. In order for work to commence on the capital programme approves as estimated expenditure in terms of Standing Order 1(3) (of the Council's Standing Orders relating to Contracts and Procurement) the sums shown against each heading of the Housing Capital Expenditure budget set out in Appendix 1 to this report; and
- Authorises the Director of Housing and Environment to undertake or instruct appropriate procedures to procure the works referred to in Appendix 1 for the capital programme and award contracts relating thereto.

3. FINANCIAL IMPLICATIONS

- 3.1 The HRA for the first time this year has been included in the Priority Based Budgeting Process (PBB) in order to provide an alignment in decision making, strengthen the links to the Smarter City Objectives, maximizing the effective use of the HRA funding to benefit the tenants and provide the best possible property management services.
- 3.2 Following discussions with Housing & Environment, a number of potential service options were put forward which included reviewing the emergency cover provided by Building Services and the Grounds Maintenance contract, strengthening the links between Social Care & Wellbeing and the aids and adaptation budgets, reducing the level of voids & arrears.
- 3.3 Moving forward the aim is to strengthen the PBB process within the HRA business planning cycle and integrate the process fully with the 30 year business plan.
- 3.4 Given this report is to set the HRA budget for 2014/15 the financial implications are contained within the report and the attached Appendix 1.

4. OTHER IMPLICATIONS

- 4.1 Without adequate investment there is the possibility that the housing stock could fail to meet health and safety regulations as well as the Scottish Housing Quality Standard.
- 4.2 The Scottish Government has issued consultative draft guidance on the operation of the Local Authority Housing Revenue Account in Scotland. It is currently being monitored and will be dealt with accordingly when more information becomes available but is likely to include, for example, the review of the Grounds Maintenance contract.

5. BACKGROUND/MAIN ISSUES

- 5.1 The Council is required to give its tenants 28 days notice of any change in the level of rent. Further, the Housing (Scotland) Act 2001 requires the Council to consult with tenants on any proposed rent increase. This consultation was in the form of a tenant questionnaire on the possible rent increase.
- 5.2 The tenants were asked if the rent policy of inflation plus 1% should continue in order to maintain investment in the housing stock and improve services.
- 5.3 The results are shown on page 22 of Appendix 1. The number of tenants who responded and agreed with this rent policy was 73% with 27% not agreeing.
- 5.4 Schedule 15 of the Housing (Scotland) Act 1987 requires expenditure in the under noted main areas to be charged to the HRA:
 - Capital Financing Costs in respect of monies borrowed for the purpose of providing and improving the Council's housing stock;
 - Management, administration and maintenance of the Council's housing stock;
 - Other expenditure such as loss of rents for vacant periods, insurance, communal lighting and heating, cleaning and security.
- 5.5 Items of income that must be credited to the HRA are:
 - Council house rents;
 - Other income attributable to the HRA. For example, income recovered from tenants for heating, interest on revenue balances and, when available, transfers from working balances generated by the HRA in previous years.
- In the absence of any central or local authority financial support for the HRA, the HRA is regarded as "ring-fenced". In addition, consideration of the level of capital to be financed from current revenue (CFCR) within the HRA budget will have an impact on the Housing Capital Budget. This report therefore, whilst indicating a proposed HRA Budget, also provides information on the Capital Budget.
- 5.7 Consideration of the out-turn on the HRA for 2013/14 and the 2014/15 budget is dealt with in detail in Appendix 1. Based on the annual rent consultation and Council policy the budgeted figures have assumed a Council house rent increase of 4.2% (RPIX at September 2013 of 3.2% plus 1%).

- 5.8 In the UK, the recovery now looks to be underway, however the prospects for the UK economy are being affected by the past developments left by the financial crisis which means the recovery is likely to remain weak by historical standards.
- 5.9 The Bank of England believes that there will a sustained recovery in both demand and supply with inflation expected to fall back to around the 2% target.
- 5.10 Given the UK Government's attempts to resolve the economic position it is worth looking at the future projections for inflation in setting the rent increase for 2013/14:

| | F | OREC | AST | | | |
|----------------|------|------|------|------|------|------|
| End period % | Nov | Q4 | Q1 | Q2 | Q3 | Q4 |
| | 2013 | 2013 | 2014 | 2014 | 2014 | 2014 |
| RPI inflation | 3.1 | 2.9 | 2.6 | 2.9 | 2.3 | 2.3 |
| RPIX inflation | 3.2 | 2.9 | 2.6 | 2.8 | 2.3 | 2.2 |
| CPI inflation | 2.8 | 2.3 | 2.0 | 2.3 | 1.7 | 1.6 |

Source - Capital Economics - Forecasts (Nov 2013)

5.11 The above table indicates that inflation is not expected to fall significantly until Quarter 4 in 2014, closer to the Bank of England's target of 2%.

5.12 Welfare Reform and Working Balances

The full impact of Welfare Reform has not been felt and it is unclear when Universal Credit will be rolled out. In addition many tenants are currently being sheltered from the effect of the Welfare Reforms today by the use of Discretionary Housing Payments. It is anticipated that Universal Credit will have the most impact on the HRA as benefits will be paid directly to the tenant monthly instead of to the Council weekly. Therefore as the risk remains unquantifiable the need for adequate working balances remains to de-risk the HRA position for future years. There are currently 46% of HRA tenants on full or partial housing benefit. It is therefore important that the Council continues to prepare for the full impact of Welfare Reform.

The Head of Finance must be confident that the level of working balances is adequate to meet any unforeseen contingencies during the financial year particularly with regard to the introduction of Welfare Reform.

Based on projected income and expenditure that is likely to be generated for 2013/14, this opening figure for 2014/15 should be approximately £5.5 million as detailed below:

| MOVEMENT IN WORKING BALANCES | | £000 |
|---|--------------------------------------|---------|
| Working Balances as at 1 April 2013 | | 7,958 |
| Less: Ear marked sums (2012/13) Housing repairs House Sales – Non RTB Land Transfer Finance Lease Liability | (1,617) (57) (305) (454) | (2,433) |
| Projected Uncommitted Working Balances | | 5,525 |
| 13/14 Contribution to the Working Balance | • | 1,000 |
| Projected Uncommitted Working Balances | as at 31 March 2014 | 6,525 |
| 14/15 Contribution to the Working Balance | | 1,000 |
| Projected Uncommitted Working Balance | as at 31 March 2015 | 7,525 |

Given the continued inherent uncertainty it is proposed the Council continues to work towards increasing the working balance to 10% over the 2 year period as demonstrated in the table above.

5.13 Capital Expenditure

The draft budget for 2014/15 (and the subsequent four financial years) is attached as Appendix 1 of this report. This shows gross expenditure of £47 million financed through £19 million of borrowing and £22 million by way of a revenue contribution to fund the net programme of £41.7 million.

5.14 This capital budget reflects and includes a proposed rent increase of 4.2%. The details of the potential projects to be included in this programme are contained in Appendix 1 – pages 27 to 30.

5.15 Miscellaneous Rents

The budget attached in Appendix 1 also requires the miscellaneous rents and service charges to be set. As way of indication on possible increases, pages 19 to 21 gives indicative increases and decreases that the Council may wish to consider. The Council will have to decide on any possible increment to these charges in line with their rent setting strategy.

5.16 **Prudential Code**

From 1 April 2004, Councils are required by Regulation to have regard to the Prudential Code when carrying out their duties under Part 7 of the Local Government (Scotland) Act 2003.

- 5.17 In setting a capital programme, members will be aware that under the Prudential Code, the level of capital investment is determined at a local authority level. The base programme for consideration, subject to final rent levels is £47 million. This is attached in Appendix 1 at pages 23 to 30.
- 5.18 As part of the rent setting process of determining the average rent payable for a Council house, the Council must ensure that this is affordable and sustainable over the long term.
- 5.19 The fundamental objective, in the consideration of the affordability of the Council's capital programme, is to ensure that the total capital investment of the authority remains within sustainable limits and in particular to consider the impact on the "bottom line". That is, affordability is determined by a judgement about acceptable levels of rent.

5.20 **2015/16 to 2018/19 Budget**

Included within Appendix 1 is an indicative budget for 2015/16 to 2018/19 with an assumed rent increase of 3.5% for all years. There is also an analysis of the management and administration, the repairs and maintenance and capital budgets.

5.21 In setting a 3 year rent strategy, Council must pay cognisance to the level of capital investment required to maintain and improve the overall housing conditions available to the citizens of Aberdeen. The Council is required to meet the Scottish Housing Quality Standard by 2015.

5.22 Summary

The Council is required to determine the average weekly unrebated rents (and other miscellaneous rents and service charges) for municipal houses to take effect from Monday 7 April 2014 which in turn will allow decisions to be taken on the level of capital investment.

6. IMPACT

The City Council will operate within overall financial constraints taking into account recommended accounting practice and policies. Rent increase will be notified to tenants providing them with 28 days notice.

7. MANAGEMENT OF RISK

Risk is being managed through the increase of working balances as detailed in 5.12.

8. BACKGROUND PAPERS

HRA 30 Year Business Plan Bank of England Inflation report: August 2013

9. REPORT AUTHOR DETAILS

Helen Sherrit Finance Partner (Housing and Environment) hsherrit@aberdeencity.gov.uk 01224 346353 This page is intentionally left blank

Appendix 1

Aberdeen City Council Draft Housing Revenue Account 2014/15 – 2018/19 Budget

Our vision is for Aberdeen to be an ambitious, achieving, smart city.



ABERDEEN

Steven Whyte Acting Head of Finance

Pete Leonard
Director of Housing and Environment

DRAFT HOUSING REVENUE ACCOUNT

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Page 15 Management & Admin Budget

Page 18 . . . Miscellaneous Rents

Page 22 . . . Tenants Consultation

Section 2 - HRA Budget 2015/16 - 2018/19

Page 23 5 Year HRA Budget

Page 25 5 Year HRA Assumptions

Page 26 5 Year Repairs Budget

Page 27 5 Year Capital Budget

Revenue Assumptions

In preparing the information for the draft Housing Revenue Account budget for the financial year 2014/15, a number of assumptions have been made and these are given below.

Should you require an electronic version of the budget contained within this documentation, please contact Helen Sherrit, Finance Partner (Housing & Environment) on (34)6353 or e-mail hsherrit@aberdeencity.gov.uk. The budget information is available as a set of Excel spreadsheets.

Inflation

In preparing the budget no general <u>inflationary</u> uplift has been added which is in line with the base assumptions used in preparing the General Fund Budget for 2014/15, (there are some exceptions to this rule such as utility costs and contractual uplifts etc. and these are stated in the variance notes). Inflation is currently running at approximately 3.2% (RPIX at September 2013). (Source: Office of National Statistics)

Housing Stock

The number of Council houses owned by the Council, as at 31 October 2013, is 22,547. It has been assumed that there will be a further 64 sales during the financial year 2013/14, bringing total sales for the year to 140. The average selling price for the period 1 April 2013 to 31 October 2013 is approximately £49,500.

Set Aside Rules

For the financial year 2013/14 the Council budgeted for 100% of all Council house sales to be utilised to repay debt. The Council is free to decide on how the proceeds from the disposal of Council houses are used. The Head of Finance recommends that all capital receipts continue to be used to repay debt for the financial year 2014/15 and future years.

Council House Sales

It has been assumed that the level of house sales will be 140 in 2013/14. The average selling price for 2013/14 is currently estimated at £49,500. The average number of houses for the financial year 2014/15 is therefore estimated to be 22,413 properties.

Rental Income

The income available in 2013/14 to fund the proposed budgeted level of expenditure has been calculated by taking the projected income under the revised rent structure plus 4.2% (RPIX at September 2013 + 1% which is the Council's current rent strategy/policy).

Heat with Rent

A detailed analysis has been carried out on the utility bills for Heat with Rent to ensure that the charging policy introduced in the 2006/07 budget setting process can be continued into 2014/15. No increase of income has been built into the proposed budget.

Working Balances

In developing a rent setting strategy it is important to ensure that there are adequate working balances. The Head of Finance must be confident that the level of working balances is adequate to meet any unforeseen contingencies particularly as regards the uncertainty surrounding welfare reform and the impact this could have on viability of the business plan of the Housing Revenue Account. Given this inherent uncertainty it is **proposed that the working balances continues to be increased to 10% over a 3 year period.**

Priority Based Budgeting Process

This is the fourth year of the Priority Based Budgeting Process (PBB) which previously had focussed on the Council's General Fund rather than the HRA as this had been subject to the scrutiny of the 30 year business plan. However this year it was agreed to include the HRA as there are many benefits to strengthening the links to the PBB process to the HRA business planning. These benefits include greater transparency of decision making, strengthening the links to the Smarter City objectives, maximising the effective use of the HRA funding to benefit Council tenants and provide the best possible property management services.

Following discussions with Housing & Environment, a number of potential service options were put forward which included reviewing the emergency cover provided by Building Services and the Grounds Maintenance contract, strengthening the links between Social Care & Wellbeing and the aids and adaptation budgets, reducing the level of voids & arrears.

In developing the budget figures growth items were identified which included voids, arrears and the cleaning of sheltered housing. For all of these growth items a potential option has been developed.

The process and potential options (options which the tenants could see an immediate impact) were taken to the meeting of the Tenants Budget group in September 2013. Overall the tenants on this group were in favour of progressing with these options.

Work is now ongoing to develop the options into potential work streams a number of which are already established. An example is work on voids and arrears.

Business Plan

In conjunction with the PBB process during 2013 the 30 year business plan model, which sets out the current and future financial position of the Council's HRA, it's ability to meet and maintain the Scottish Housing Quality Standard (SHQS) and manage, repair and invest in tenant's homes has been updated with the financial information from the financial year 2012/13. This continues to show a business plan which is sustainable in the long term. However if there were to be increases in, for example, interest rates this would impact on the long term viability of the plan. Only the increase in the budget for bad debts has been factored into the business plan as no other measurable impacts of welfare reform are, at this stage, known but could dramatically change the cash flow of the plan.

A sustainable rent policy must be adhered to in order to secure the long term financial position of this 30 year business plan. The current Council policy for maintaining sustainable rents is for a rental increase of RPIX plus 1%. This rent policy will require review once SHQS has been achieved and the next steps have been announced by the Scottish Government.

Housing Capital Expenditure Programme

Housing Investment Programme

2014/15 will see continued major investment in tenants' homes to make sure that they meet their needs and expectations as well as the requirements of the Scottish Housing Quality Standard (SHQS). Aberdeen City continues to make steady progress towards SHQS compliance with 90.1% of our stock now meeting the standard (as at 1 November 2013) and therefore progressing well to meet the target of 90.9% compliance by March 2014.

As at 31 March 2013 Aberdeen City Council compared favourably with other cities for SHQS completion –Aberdeen 88.9%, Glasgow 87.3%, Edinburgh 82.2%, and Dundee 74.5%.

It is unclear as to any future obligations beyond the SHQS completion date of 2015 it is anticipated this may relate to energy efficiency.

The Council will continue to provide funding for the provision of combined heat and power in our multi storey stock. These actions will improve the energy performance of the council housing stock and prevent potentially hundreds of tenants from falling into or remaining in fuel poverty.

The Council has started work on a major over-cladding scheme for High Rise buildings with blocks in Seaton and Balnagask being completed by 2013/14 with work commencing on further blocks in Seaton, Stewart Park Court & Hilton Court.

To ensure that the Council can meet its priorities in terms of its housing stock the capital programme for the next five years (inclusive of slippage) is proposed as follows:

2014/15 - £46.923 Million 2015/16 - £37.074 Million 2016/17 - £32.933 Million 2017/18 - £31.182 Million 2018/19 - £29.914 Million

The capital investment programme falls in 2015/16 as a result of the reduced work required on the SHQS however not as significantly as anticipated due to the significant investment in over-cladding being undertaken.

| | Housing Revenue Account | Budast | Out turn | Budast | Noto |
|----------|---|-------------------|---------------------|----------------|------|
| | Draft 2014/15 Budget | Budget 2013/14 | Out-turn 2013/14 | Budget 2014/15 | Note |
| | | 2013/14 | 2013/14 | 2014/15 | |
| | | £000's | £000's | £000's | |
| | | | | | |
| | Premises Costs | | 10 | 4.0 | |
| 1 | Rates | 3 | 19 | 19 | |
| 2 | Rent – Other | 138 | 138 | 141 | 1 |
| 3 | Repairs and Maintenance | 22,042 | 22,042 | 22,407 | 2 |
| 4 | Maintenance of Grounds | 3,045 | 3,045 | 3,075 | 3 |
| 5 | Gas | 674 | 674 | 1,014 | 4 |
| 6 | Electricity | 2,420 | 2,420 | 2,512 | 5 |
| 7 | Cleaning Service | 542 | 500 | 495 | 6 |
| 8 | Security Service | 372 | 300 | 376 | 7 |
| 9 | Window Cleaning | 19 | 10 | 24 | |
| 10 | Refuse Collection | 325 | 325 | 328 | 8 |
| 11 | Cleaning – Sheltered Housing | 453 | 504 | 499 | 9 |
| 12 | Premises Insurance | 57 | 57 | 57 | 10 |
| 13 | Other Property Costs - Council Tax | 122 | 201 | 201 | 11 |
| | | 30,212 | 30,235 | 31,148 | |
| | Administration Costs | | | | |
| 14 | Downsizing Grants/Direct Debit Incentives | 52 | 20 | 52 | 12 |
| 15 | Legal Expenses | 201 | 201 | 201 | |
| 16 | Office Tel / Rent | 88 | 88 | 88 | |
| 17 | Former Tenants Arrears | 1,379 | 1,800 | 2,000 | 13 |
| 18 | Charges - Services Admin & Management. | 8,582 | 8,096 | 8,657 | 14 |
| 19 | General Consultancy | 55 | 55 | 85 | 15 |
| 20 | Training for Front Line Staff | 100 | 100 | 100 | 15 |
| 21 | Benefits Staff | 95 | 95 | 141 | 15 |
| 22 | Charges - Tenants Participation | 206 | 206 | 208 | 16 |
| 23 | Charges for Environmental Health | 227 | 227 | 227 | |
| | | 10,985 | 10,888 | 11,759 | |
| | Supplies & Services | | | | |
| 24 | Provision of Meals | 100 | 100 | 104 | 17 |
| 24 25 | | 168 | 192 | 194 | 17 |
| | Equipment Purchase | 55 5 | 0 | 0 5 | |
| 26 | Television Licence | 5 314 | 314 | 295 | 18 |
| 27 | Integrated Housing System | | | | ığ |
| | | 542 | 510 | 494 | |
| | Agencies | | | | |
| 28 | Mediation Service | 98 | 98 | 99 | 19 |
| 29 | Energy Advice | 81 | 81 | 82 | 20 |
| 30 | Citizens Advice Bureau | 14 | 14 | 14 | 15 |
| 31 | Disabled Persons Housing Service | 38 | 38 | 39 | 15 |
| | 3 222 3 22222 | 231 | 231 | 234 | |
| | | | | | |
| | | | | | |
| | | | | | |

| | Housing Revenue Account | Budget | Out-turn | Budget | |
|---------------|---|----------|----------|----------|----|
| | Draft 2014/15 Budget | 2013/14 | 2013/14 | 2014/15 | |
| | | £'000 | £'000 | £'000 | |
| | | | | | |
| | Transfer Payments | | | | |
| 32 | Aberdeen Families Project | 414 | 414 | 418 | 21 |
| 33 | Loss of Rent - Council Houses | 722 | 1,157 | 900 | 22 |
| 34 | Loss of Rent - Garages, Parking etc | 211 | 271 | 218 | |
| 35 | Loss of Rent - Modernisation Works | 50 | 50 | 100 | |
| 36 | Supporting People Contribution | 406 | 406 | 406 | 23 |
| 37 | CFCR | 22,034 | 22,175 | 22,459 | |
| | | 23,837 | 24,473 | 24,501 | |
| | Capital Financing Costs | | | | |
| 38 | Loans Fund Instalment | 3,903 | 4,580 | 5,228 | |
| 39 | Loans Fund Interest | 9,559 | 8,658 | 9,026 | |
| 40 | Heating Leasing Payment | 131 | 100 | 0,020 | |
| | 19 | 13,593 | 13,338 | 14,254 | 24 |
| | Expense Total | 79,400 | 79,675 | 82,390 | |
| | | 10,100 | , | 5=,555 | |
| | Income | | | | |
| 41 | Government Grant - General | (234) | (234) | 0 | 25 |
| 42 | Ground Rentals | (27) | (27) | (27) | |
| 43 | Dwelling Houses Rent Income | (76,220) | (76,584) | (79,552) | 26 |
| 44 | Housing - Heat with Rent Income | (1,649) | (1,649) | (1,649) | 27 |
| 45 | Housing - Garages Rent Income | (1,179) | (1,136) | (1,136) | 28 |
| 46 | Housing - Parking Spaces Rent | (192) | (180) | (180) | 28 |
| 47 | Housing - Insurance Income | (2) | (2) | (2) | |
| 48 | Housing - Other Service Charge | (489) | (500) | (489) | 28 |
| 49 | Legal Expenses | (260) | (225) | (225) | |
| 50 | Revenue Balance Interest | (148) | (138) | (130) | 29 |
| | Income Total | (80,400) | (80,675) | (83,390) | |
| | | , , | , , , | , , | |
| | Net Expenditure | (1,000) | (1,000) | (1,000) | |
| | Projected Working Balance at 1 April 2014 | 5,525 | | | |
| | | · | | | |
| | | | | | |
| | | | | | |

HOUSING REVENUE ACCOUNT 2013/14 BUDGET

Variance Notes Comparing Draft Budget 2014/15 to Estimated Out-turn 2013/14

Expenditure Movements

1. Rent

This budget is for the rent of Police Houses, Accommodation for Community Groups and Housing Offices.

2. Repairs and Maintenance

An analysis is contained at page 13.

3. Maintenance of Grounds

Maintenance of Grounds budget has two elements: Ground Maintenance (including £152K for ad hoc grass cutting requests from Housing Managers) and cleansing/weed control. The budget for 2014/15 has been calculated by uplifting the 2013/14 budget by 1% (the budgeted salary uplift).

4. Gas

The Council moved on to the Scottish Government National Procurement for Gas Supply on 1 April 2010 with the contract price reviewed on an annual basis. The budget has been calculated using the actual consumption from 2012/13 and an anticipated rates increase in the contract price as advised by the Council's energy unit.

5. Electricity

This is the fourth year of a four year electricity contract. The budget has been calculated by using the actual consumption from 2012/13.

6. Cleaning Service

This budget is for communal cleaning. The cleaning contract commenced on 5 July 2010 and runs for three years. To date the contract has not been agreed for July 2014 onwards therefore the budget has been based on actual expenditure for 2012/13

7. Security Service

This budget is for the Security Service which started in 2012/13 and runs for three years. The cost of the security included in the budget for 2014/15 is £376,000, and includes the control room team.

8. Refuse Collection

This budget for 2013/14 has been uplifted by 1% for the potential wage increase.

9. Cleaning – Sheltered Housing

This is the budget for the cleaning of Sheltered Housing and has been calculated by using the anticipated out-turn for 2013/14 uplifted by 1%.

10. Premises Insurance

The budget for 2014/15 has been maintained at the 2013/14 level.

11. Other Property Costs – Council Tax on void properties

This budget is for the cost of Council Tax due on void properties. The actual expenditure for 2012/13 has been used and is based on the assumption that there will be no increase in Council Tax for 2014/15 based on the terms and conditions of the award of the General Revenue Grant.

12. Downsizing Grants/Direct Debit Incentives

There are currently two schemes within this budget line which are Downsizing grants (£50,000) and Direct Debit Incentives (£2,000). Budgets have been maintained at the 2013/14 level.

The Downsizing scheme provides assistance and a financial incentive to Council tenants occupying 3+ bedroom family properties in high demand areas to move to smaller more suitable housing in order to increase the supply of large family housing. This budget is being maintained at the current level as there could be a potential rise in.

The Direct Debit Incentive scheme was introduced on 5 April 2010. Each month there is a draw for all new and existing direct debit payers for a chance to win a week free rent period, to encourage more people to switch to paying by direct debit.

13. Former Tenants Arrears

The budget has been increased to £2M to reflect the increasing rent arrears being experienced (Current arrears have increased from £3.4M at the end of April 2013 to £3.8M at the end of October 2013). The budget for former tenant arrears is for the write off of uncollectable arrears and any increase in the debt provision.

14. Management & Administration

The staffing budget is based on the current structure of the Housing Revenue Account. A pay award of 1% has been allowed for which is in line with the assumptions contained within the Council's General Fund.

15. General Consultancy, Training for Front Line Staff, Benefits staff, Citizens Advice Bureau, Disabled persons Housing Service

All of the above budgets have assumed no uplifts.

General Consultancy allows the Housing Revenue Account to fund one off projects. An example of this type of expenditure would include work on the Housing Business Plan. In addition £30,000 is required every 3 years for a tenant satisfaction survey requested by the Scottish Housing Regulator.

Training for Front line Staff allows, for example, Housing Assistants to participate in professional staff development programmes with the opportunity of gaining membership of the Chartered Institute of Housing.

The costs of the Benefits staff are recharged from the Benefits team for the time spent with Council House Tenants on maximising income and tackling financial exclusion, it is anticipated that the recharge will increase. The increase reflects the business case at 5 December 2013 Finance, Policy & Resources for additional staff for money advice.

The contribution to the Citizens Advice Bureau (CAB) provides funding to the service at ARI/Woodend Hospitals.

Disabled Persons Housing Service (Aberdeen) (DPHS) is a charitable organisation that provides specialist information, advice and advocacy on housing matters to disabled people, their families and carers and professionals working in housing, social work, health and the voluntary sector.

The funding covers the code funding the Development Officer's post, plus an allowance for running costs. This will enable the DPHS to continue to develop and expand the range of services that it offers to people of Aberdeen in line with the objectives set out within the Disability Action Group (DAG), DAG Homes Sub-Group Action Plan, the Local Housing Strategy and the Community Care Housing Strategy.

16. Tenants Participation

This is the budget allocated for the provision of Tenants Participation and includes the employment costs of two Tenant Participation Officers, Newsbite and training for tenant representatives.

17. Provision of Meals

The actual expenditure for 2012/13 plus 1% is the basis for the 2014/15 budget. This budget is for the provision of meals at Denmore and Kingswood extra care housing. The income for this service is contained in line 48 of the budget statement above which is shown as "Housing Other Service Charge". No increase to this charge is being recommended (this is contained in miscellaneous rents page 19) as this is an outstanding action of the Housing for varying needs review. A pay as you go system is being considered as part of this review.

18. Integrated Housing System

This budget is based on the IT requirements for 2014/15 which includes all the support and maintenance costs.

19. Mediation Service

For 2014/15 budget has been maintained at 2013/14 levels.

20. Energy Advice

The Energy Advice budget is currently a payment to SCARF (Save Cash and Reduce Fuel). SCARF encourage the sustainable use of energy, achieving affordable warmth, eradicating fuel poverty and extending the life of natural energy resources across the North East of Scotland.

21. Aberdeen Families Project

This budget is used to fund the Aberdeen Families Project. The Families project is based in the Torry area and provides intensive support and supervision to families (mainly council tenants) who are involved in serious antisocial behaviour which could result in their eviction and subsequent homelessness. The service aims to reintegrate tenants or former tenants who are homeless and have a history of not sustaining a satisfactory tenancy, back into a tenancy without requiring intensive housing management. The budget is based on the 2013/14 budget uplifted by 1%.

22. Loss of Rent Council Houses

The budget has been calculated using void targets and known movement of tenants between sheltered and main stream tenancies.

23. Supporting People Contribution

This budget is a contribution to cover the costs of providing the former Wardens salaries for people who were not in receipt of Housing Benefit as at 31 March 2003. The contribution in 2014/15 is based on the actual expenditure for 2012/13.

This does not reflect the costs associated with the former warden's salaries as this forms part of the General Fund.

The contribution is being considered as part of the review for Housing for Varying Needs and therefore will be subject to change.

24. Capital Financing Costs

The budget for Capital Financing Costs is based on the likely level of capital spend in 2013/14 as at the end of September 2013 and a possible future programme for 2014/15 of £41.7 million as well as the level of historic debt that has to be financed. It also assumes that the consolidated loans pool rate (the rate used to calculate debt charges) is 4.3%.

Income

25. Government Grant – General

This budget was previously for the grant income from the Scottish Government for the Hostel. This income and expenditure will no longer be shown in the Housing Revenue Account and instead will be included within the General Fund Homeless.

26. Dwelling Houses Rent Income

The budgeted income from Dwelling House Rent has increased by the potential rent increase of 4.2% (RPIX at September 2013 +1%) which is in line with current Council policy on rent setting. No assumption has been on the Midddlefield area.

27. Housing – Heat with Rent Income

A review was undertaken of the income and expenditure of Heat with Rent.

Gas

The projected energy consumption and contract rates were provided by the Council's Energy Management Unit for each sheltered complex. As from 1 April 2011 the Gas Supply is through Scottish Government National Procurement and is reviewed on an annual basis. The energy used in the common rooms and guest rooms has been removed from the calculation as these costs are funded by rent pooling. The revised consumption has been multiplied by the agreed rate to be paid on the gas contract.

Electricity

The projected energy consumption and rates were provided by the Council's Energy Management Unit for each sheltered complex. The four year electricity contract started on 1 April 2011, reductions in the consumption were made for the common rooms and guest rooms as these costs are funded by rent pooling. The consumption has been multiplied by the agreed rate on the electricity contract.

Combined Heat & Power (CHP)
 Aberdeen Heat and Power are to advise the Council of the rate increase in November, indications are that the maximum increase will be 5%.

Page 20 of this document shows the recovery of these costs

28. Housing – Garages Rent Income, Housing Parking Spaces Rent, Housing – Other Service Charges

This line will move depending on the level that miscellaneous rents are set at, as covered on page 13. The current budget therefore assumes that there will be no increase at present.

29. Interest on Revenue Balances

This is akin to bank interest received on the HRA's cash flow during the year. Budget is based on the income received in 2012/13 and current economic conditions.

| | HOUSING REPAIRS DRAFT BUDGET | Approved Budget 2013/14 £'000 | Projected Spend 2013/14 £'000 | Base Budget 2014/15 £'000 |
|------------|---|--|--|------------------------------------|
| PLAN | NED AND CYCLICAL MAINTENANCE | | | |
| 1 | External Joiner work Repairs including external painter work etc. | 1,500 | 1,664 | 1,500 |
| 2 | Boiler Maintenance – Sheltered Housing | 300 | 300 | 310 |
| 3 | Controlled Entry Systems – Maintenance | 370 | 236 | 240 |
| 4 | Fire Precautions - Servicing & Renewal of Equipment inc. Smoke | 220 | 393 | 400 |
| | Detectors & Dry Risers | | | |
| | Flat Roofs/Dormers – Renewal & Insulation | 50 | 51 | 55 |
| | Common Rooms – Replacement of Furniture | 40 | 17 | 25 |
| | Gas Servicing, Maintenance and Repair | 2,885 | 3,010 | 2,940 |
| | Laundry Equipment Replacement & Maintenance | 60 | 90 | 90 |
| | Legionella Testing incl. Repair/Renewal of Tanks | 60 | 87 | 100 |
| | Lift Maintenance | 350 | 370 | 370 |
| | Mutual Repairs outwith Housing Action Areas | 25 | 25 | 30 |
| | Pumps & Fans - Maintenance & Renewal | 120 | 71 | 75 |
| | Sheltered Housing - Replacement of Carpets, furnishings etc | 40 | 35 | 40 |
| | Standby Generators – Maintenance | 120 | 74 | 80 |
| | Warden call systems- maintenance and Repair | 90 | 14 | 90 |
| | Provision of Community Alarm | 230 | 230 | 230 |
| 17 | Environmental Improvements (including internal communal areas) | 1,200 | 827 | 1,200 |
| 18 | Void Properties | 3,550 | 3,753 | 3,600 |
| 19 | Asbestos | 200 | 79 | 200 |
| | Planned/Cyclical Maintenance Sub Total | 11,410 | 11,326 | 11,575 |
| DAY 1 | TO DAY RESPONSE MAINTENANCE | | | |
| 20 | Blacksmith General incl. Renewing & Repairing Rotary Driers/Handrails | 160 | 232 | 230 |
| 21 | Car Park Repairs | 15 | 23 | 25 |
| 22 | Chimney heads - Repointing and Rebuilding | 5 | 0 | 5 |
| 23 | Condensation - Treatment of Walls | 100 | 40 | 50 |
| 24 | Electrical Work - General Repairs | 1,100 | 1,100 | 1,150 |
| | Emergency Work - Out of Hours Service | 620 | 552 | 550 |
| 26 | External/Internal Response Paintwork | 250 | 209 | 210 |
| 27 | Fire Damage Repairs | 300 | 189 | 200 |
| 28 | Garage Repairs | 50 | 27 | 30 |
| | Glazier work | 150 | 168 | 170 |
| | Joiner work - General Repairs | 2,400 | 2,700 | 2,750 |
| | Mason work and Water Penetration Repairs | 350 | 574 | 500 |
| | Minor Environmental Services | 560 | 580 | 550 |
| | Plasterwork – General | 270 | 277 | 275 |
| | Plumber work – General | 1,150 | 1,167 | 1,180 |
| | Slater work | 800 | 783 | 800 |
| | Snow Clearance | 52 | 52 | 52 |
| | TV Aerial | 150 | 55 | 60 |
| | Rubbish Removal | 140 | 35 | 50 |
| | Vandalism | 100 | 57 | 65 |
| 40 | Water Services Charges | 10 | 10 | 10 |
| | Day to Day Response Maintenance Total | 8,732 | 8,830 | 8,912 |
| <u>//1</u> | Fees | 1,900 | 1,900 | 1,920 |
| | TOTAL REPAIRS AND MAINTENANCE BUDGET | 22,042 | | |
| | I OTAL REPAIRS AND IMAIN LENANCE DUDGET | 22,042 | 22,056 | 22,407 |

REPAIRS AND MAINTENANCE BUDGET 2014/15

General

The projected spend figures have been taken from invoicing up to the end of September 2013 and a projection to year end.

Projections are based on the average monthly spend, updates from Surveyors and in the case of the general trades historical information has been taken from previous spend patterns.

Projected spend in 2013/14 is currently anticipated to be approximately on budget however this can be subject to change as this budget is demand led.

Specific Items

Planned and Cyclical Maintenance

Item 1 External Joinerwork repairs including external paintwork Item 31 Masonwork and Water Penetration repairs

Expenditure is above budget due to the good weather experienced in the summer which has allowed higher than anticipated level of work to be carried out.

Item 17 Environmental Improvements

This line includes crime prevention measures, bird proofing including the removal of nests, area fencing, security doors, sound insulation, security lighting and other estate management improvements identified by Housing Officers.

Item 18 Void Properties (Relets)

It is anticipated that there will be little increase in the voids budget as although there is to be a higher specification of cleaning being carried out this will be negated by the retaining a number of fixture and fittings from the out going tenant.

Day to Day Response Maintenance

The items listed under Day to Day response are more susceptible to weather /climate/fluctuations in costs from year to year. The projected and budget costs are in part based on historical data taken from previous years.

Fees

The fees include the recharge for the call centre who receive the repairs calls. Also uplifted by 1% for wage inflation.

| | Management & Admin | | Proposed | |
|----|----------------------------------|---------|----------|-------|
| | | Budget | Budget | |
| | | 2013/14 | 2014/15 | Notes |
| | | | | |
| | 0.5 | £000's | £000's | |
| | Staff Costs | | | 1 |
| 1 | Salaries | 6,003 | 4,974 | |
| 2 | Overtime | 70 | 91 | |
| 3 | Superannuation | 1,063 | 947 | |
| 4 | N.I | 481 | 388 | |
| 5 | Other Staff Costs | 245 | 376 | |
| | | 7,862 | 6,776 | |
| | Premises Costs | | | 2 |
| 6 | Rates | 104 | 29 | |
| 7 | Rent | 30 | 29 | |
| 8 | Insurance | 2 | 20 | |
| 9 | Electricity/Gas | 63 | 23 | |
| 10 | Void Properties | 10 | 0 | |
| 11 | Rubbish Removal | 21 | 3 | |
| 12 | Cleaning | 114 | 24 | |
| 13 | Repairs and Maintenance | 34 | 3 | |
| 14 | Security | 51 | 0 | |
| 17 | Security | 429 | 110 | |
| | | 429 | 110 | |
| | Administration Costs | | | 2 |
| 15 | Printing | 89 | 90 | |
| 16 | Photocopying | 19 | 16 | |
| 17 | Stationery | 31 | 25 | |
| 18 | Subscriptions | 22 | 23 | |
| 19 | Postages | 101 | 79 | |
| 20 | Telephones | 50 | 39 | |
| 21 | Bank Charges(inc Cash in transit | 77 | 85 | |
| 22 | Advertising | 44 | 44 | |
| 23 | Course Expenses | 100 | 14 | |
| 24 | Legal Expenses | 1 | 0 | |
| 25 | Former Tenants Arrears | 1 | 0 | |
| 26 | Tenants Participation Expenses | 20 | 17 | |
| | | 555 | 432 | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

| | | | Proposed | |
|----|---------------------------------|----------|----------|-------|
| | | Budget | Budget | |
| | | 2013/14 | 2014/15 | |
| | | £'000 | £'000 | Notes |
| | Transport Costs | | | 2 |
| 27 | Travel Costs | 99 | 99 | |
| | | 99 | 99 | |
| | Supplies & Services | | | 2 |
| 28 | Equipment Purchases | 69 | 15 | |
| 29 | Computer Software Support | 15 | 226 | |
| 30 | Sundry Outlays | 153 | 159 | |
| | | 237 | 400 | |
| | Corporate/Directorate Recharge | | | |
| 31 | Corporate/Directorate Recharges | 2,366 | 2,143 | 3 |
| | | 2,366 | 2,143 | |
| | Expense Total | 11,548 | 9,960 | |
| | Expense retail | 11,040 | 0,000 | |
| | Income | | | |
| | Recharges:- | | | |
| 34 | Management & Admin – HRA | (8,582) | (8,657) | |
| 35 | Tenants Participation – HRA | (206) | (208) | |
| 36 | Other Housing | (330) | (219) | |
| 37 | Homeless Persons | (149) | (143) | |
| 38 | Housing Capital | (1,044) | (733) | |
| | | (10,311) | (9,960) | |
| 39 | Hostel - Rents | (1,237) | 0 | |
| | Income Total | (11,548) | (9,960) | |
| | Net Expenditure | 0 | 0 | |
| | | | | |

MANAGEMENT AND ADMINISTRATION BUDGET

Variances and Notes

The 2014/15 budget for management and administration is based on the current structure of Housing.

1. Staff Costs

There is a reduction in staff costs due to the removal of the hostel as it is no longer deficit funded therefore any costs pressure of running the hostel will be placed on the general fund. The existing staff costs have been increased to reflect annual salary increments and the pay award.

2. Premises Costs, Fees & Charges, Administration Costs, Transport Costs, Supplies and Services

All the above budgets have been reviewed with certain costs being adjusted based on current service provision. The removal of the hostels as noted in 1 will also result in a number of budgets not being required.

3. Corporate/Directorate Charges

This budget is based on the current services being provided to Housing and may be subject to change. It covers services such as Legal, Finance, Office Accommodation, IT, Corporate Director and Heads of Service etc.

Miscellaneous Rents

| Heat with Rent – 48 week basis | | |
|--------------------------------|----------|----------|
| | Previous | Proposed |
| Gas Heated Properties | £ | £ |
| Bedsits | 9.05 | 10.55 |
| 1 bed roomed flats | 9.85 | 11.85 |
| 2 bed roomed flats | 10.65 | 13.15 |
| 3 bed roomed flats | 11.45 | 14.45 |
| Electrically Heated Properties | | |
| Bedsits | 10.05 | 11.55 |
| 1 bed roomed flats | 10.85 | 12.85 |
| 2 bed roomed flats | 11.65 | 14.15 |
| 3 bed roomed flats | 12.45 | 15.45 |
| CHP Properties | | |
| All 1 Bed roomed Properties | 9.60 | 11.60 |
| All 2 Bed roomed Properties | 10.40 | 12.90 |
| | | |

ABERDEEN CITY COUNCIL HOUSING REVENUE ACCOUNT Proposed Increase to be included in the HRA budget - Miscellaneous Rents 2014/15 Current Proposed Increase Percentage Rental Rental Per Week Increase £ £ £ % Note Miscellaneous Increases 10.40 Garages 10.00 0.40 4.0 4.55 4.70 0.15 3.3 Denburn and West North Street Spaces Deburn and West North Street Spaces -35.00 35.00 0.00 0.0 Non Resident 3.85 4.00 0.15 3.9 **Garages Sites** Car Ports 4.25 4.40 0.15 3.5 3.60 0.20 Car Parking Spaces – Local Residents 3.40 5.9 35.00 Parking Spaces Non Local Residents 35.00 0 0 0.85 0 0 Window Cleaning 0.85 Meals at Denmore & Kingswood 35.00 35.00 0 0 2 62.00 64.50 Mortgage Reference Fees 2.50 4.0 10.00 &15.00 **Guest Rooms** 10.00 &15.00 0 0 60.00 62.00 2.00 3.3 Factoring Charge

The above proposed prices for 2014/15 have been increased broadly in line with the proposed rental increase subject to:

Note 1 These charges have been referred to the Housing & Environment Committee on 14 January 2014 by the Enterprise, Strategic & Infrastructure Committee on 12 November 2013.

Note 2 These charges are being considered as part of the overall review of Housing for Varying Needs.

Note 3 These charges were agreed at H& E Committee on 28 August 2012 therefore will be subject to review during 2014/15..

Note 4 This is an annual charge per owner as a result of the Property Factors Act which was introduced on 1st October 2012.

Heat with Rent calculations for 2014/15

It was agreed in the 2013/14 budget process to apply an increase of 80p per week for bedsits, 90p per week for 1 bed roomed dwellings, £1.00 per week for 2 bed roomed dwelling and £1.10 per week for 3 bed roomed dwellings across all the Council's Heat with Rent properties.

A review of consumption and costs is required each year and especially as only the electric contract was fixed for four years. There is also potential revised costs for CHP and Gas each year.

In addition as the charge is the same every week, tenants on Heat with Rent are not faced with the problem of having to pay large gas or electric bills during the colder winter months which extended into the spring months in 2013.

It is proposed to apply an increase of £1.50 per week for bedsits, £2.00 per week for 1 bed roomed dwellings, £2.50 per week for 2 bed roomed dwelling and £3.00 per week for 3 bed roomed dwellings across all the Council's Heat with Rent properties in 2014/15.

For 2014/15 revised rates will result in **increases of between 15% and 26%.** These increases are higher than previous years due to the increased consumption figures in 2012/13 & the continued increase in gas costs (these are predicted to increase by 10% in 2014/15).

This would generate sufficient income to ensure the Housing Revenue Account would break even between the costs to the Council of providing electricity and gas through Combined Heat with Power charges for the heating in these dwellings over a four year period.

| | Estimated 4 year cost to Council £'000 | Estimated 4 year income to cover costs £'000 |
|-------|--|--|
| Total | 6,500 | 6,500 |

This would equate to the following weekly Heat with Rent charges for 2014/15:

for electrically and oil heated properties:

| ior electrically and on fleated properties. | | | | | | |
|---|-------|-----------------|--|--|--|--|
| Bedsits | 11.55 | Increase of 15% | | | | |
| 1 bed roomed dwellings | 12.85 | Increase of 18% | | | | |
| 2 bed roomed dwellings | 14.15 | Increase of 21% | | | | |
| 3 bed roomed dwellings | 15.45 | Increase of 24% | | | | |
| for gas heated properties: | | | | | | |
| Bedsits | 10.55 | Increase of 17% | | | | |
| 1 bed roomed dwellings | 11.85 | Increase of 20% | | | | |
| 2 bed roomed dwellings | 13.15 | Increase of 23% | | | | |
| 3 bed roomed dwellings | 14.45 | Increase of 26% | | | | |
| for CHP heated properties: | | | | | | |
| 1 bed roomed dwellings | 11.60 | Increase of 21% | | | | |

12.90

Increase of 24%

2 bed roomed dwellings

ABERDEEN CITY COUNCIL Tenants Consultation

Aberdeen City Council is committed to ensuring that tenants' views are both sought and listened to. As part of the review on the future of the Council housing stock, a tenant referendum was held to determine what the views of tenants were.

The tenants voted overwhelmingly to retain the Council as their landlord in 2002, provided that continued improvements were made to the housing stock. In 2004, the Council adopted a Housing Business Plan approach. This has allowed us to plan for the future.

Furthermore, a questionnaire was sent out to tenants in September 2013 to ascertain views on the possible rent increase of inflation plus 1%. The table below shows the results of the questionnaire. In 2012 only 356 responded to the questionnaire therefore an increase of 1,115 in 2013.

ANNUAL RENT CONSULTATION - Feedback

Do you agree that the rent policy, inflation + 1%, should be continued to maintain investment in our housing stock and improve services?

| | Returns | Percent |
|-------|---------|---------|
| Yes | 1,038 | 73 |
| No | 383 | 27 |
| | | |
| Total | 1,421 | 100 |

| | Housing Revenue Account | | | | | | |
|----|--|---------|---------|---------|---------|---------|-------|
| | | Budget | Budget | Budget | Budget | | Notes |
| | | 2014/15 | 2015/16 | 2016/17 | 2017/18 | 2018/19 | |
| | | £000's | £000's | £000's | £000's | £000's | |
| | Premises Costs | | | | | | |
| 1 | Rates | 19 | 19 | 20 | 20 | 21 | |
| 2 | Rent | 141 | 146 | 151 | 156 | 162 | |
| 3 | Repairs and Maintenance | 22,407 | 22,937 | 23,482 | 24,039 | 24,611 | 1 |
| 4 | Maintenance of Grounds | 3,075 | 3,105 | 3,137 | 3,168 | 3,200 | 2 |
| 5 | Gas | 1,014 | 1,116 | 1,227 | 1,350 | 1,485 | 4 |
| 6 | Electricity | 2,512 | 3,048 | 3,093 | 3,142 | 3,191 | 4 |
| 7 | Cleaning Service | 495 | 495 | 495 | 507 | 520 | 3 |
| 8 | Security Service | 376 | 380 | 384 | 387 | 391 | 2 |
| 9 | Window Cleaning | 24 | 25 | 25 | 26 | 26 | 3 |
| 10 | Refuse Collection | 328 | 331 | 335 | 338 | 341 | 2 |
| 11 | Cleaning – Sheltered Housing | 499 | 504 | 509 | 514 | 519 | 2 |
| 12 | Premises Insurance | 57 | 57 | 57 | 57 | 57 | 3 |
| 13 | Other Property Costs - Council Tax | 201 | 201 | 201 | 201 | 201 | |
| | | 31,148 | 32,364 | 33,116 | 33,905 | 34,725 | |
| | Administration Costs | | | · | | | |
| 14 | Down sizing Grants/Direct Debit Incentives | 52 | 52 | 52 | 52 | 52 | |
| 15 | Legal Expenses | 201 | 201 | 201 | 201 | 201 | |
| 16 | Office Tel / Rent | 88 | 90 | 92 | 95 | 97 | 3 |
| 17 | Former Tenants Arrears | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | |
| 18 | Charges - Services Admin & Management | 8,657 | 8,745 | 8,831 | 8,920 | 9,009 | 2 |
| 19 | General Consultancy | 85 | 55 | 55 | 85 | 55 | |
| 20 | Training for Front Line Staff | 100 | 100 | 100 | 100 | 100 | |
| 21 | Benefits Staff | 141 | 142 | 144 | 145 | 147 | 2 |
| 22 | Charges - Tenants Participation | 208 | 210 | 212 | 214 | 216 | 2 |
| 23 | Charges for Environmental Health | 227 | 229 | 232 | 234 | 236 | 2 |
| | | 11,759 | 11,824 | 11,919 | 12,046 | 12,113 | |
| | Supplies & Services | | | | | | |
| 24 | Provision of Meals | 194 | 196 | 198 | 200 | 202 | |
| 25 | Equipment Purchase | 0 | 0 | 0 | 0 | 0 | |
| 26 | Television Licence | 5 | 5 | 5 | 5 | 5 | |
| | Integrated Housing System | 295 | 302 | 310 | 318 | 325 | 3 |
| | 0 0 3 | 494 | 503 | 513 | 523 | | |
| | | | | | | 002 | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

| | Housing Revenue Account | Budget | Budget | Budget | Budget | Budget | |
|----|-------------------------------------|----------|----------|----------|----------|----------|----------|
| | nodellig Neverlae Account | 2014/15 | 2015/16 | | | _ | |
| | | £'000 | £'000 | £'000 | £'000 | £'000 | |
| | Agencies | | | | | | |
| 28 | Mediation Service | 99 | 100 | 101 | 102 | 103 | 2 |
| 29 | Energy Advice | 82 | 83 | 84 | 84 | 85 | 2 2 |
| 30 | Citizens Advice Bureau | 14 | 14 | 14 | 14 | 15 | 2 |
| 31 | Disabled Persons Housing Service | 39 | 39 | 40 | 40 | 41 | 2 |
| | | 234 | 236 | 239 | 240 | 244 | |
| | Transfer Payments | | | | | | |
| 32 | Aberdeen Families Project | 418 | 422 | 426 | 431 | 435 | 2 |
| 33 | Loss of Rent - Council Houses | 900 | 931 | 964 | 998 | 1,033 | 5 |
| 34 | Loss of Rent - Garages, Parking etc | 218 | 226 | 234 | 242 | 250 | |
| 35 | Loss of Rent - Modernisation Works | 100 | 104 | 107 | 111 | 115 | |
| 36 | Supporting People Contribution | 406 | 406 | 406 | 406 | | |
| 37 | CFCR | 22,459 | 22,133 | 22,997 | 24,500 | 26,977 | |
| | | 24,501 | 24,222 | 25,134 | 26,688 | 29,216 | |
| | Capital Financing Costs | | | | | | |
| 38 | Loans Fund Instalment | 5,228 | 6,178 | | · · | | |
| | Loans Fund Interest | 9,026 | 9,589 | · · | 9,694 | , i | |
| 40 | Heating Leasing Payment | 0 | 0 | | 0 | 0 | |
| | | 14,254 | 15,767 | • | 17,108 | · | |
| | Expense Total | 82,390 | 84,916 | 87,522 | 90,510 | 94,267 | |
| | Income | | | | | | |
| 41 | Government Grant – General | 0 | 0 | 0 | 0 | 0 | |
| 42 | Ground Rentals | (27) | (27) | | | | |
| 43 | Dwelling Houses Rent Income | (79,552) | | (84,684) | - | | |
| 44 | Housing - Heat with Rent Income | (1,649) | (1,649) | (1,649) | (1,649) | (1,649) | |
| 45 | Housing - Garages Rent Income | (1,136) | (1,136) | , , | , , | (1,136) | |
| 46 | Housing - Parking Spaces Rent | (180) | (180) | (180) | (180) | (180) | |
| 47 | Housing - Insurance Income | (2) | (2) | (2) | (2) | (2) | |
| 48 | Housing - Other Service Charge | (489) | (489) | (489) | (489) | (489) | |
| 49 | Legal Expenses | (225) | (225) | (225) | (225) | (225) | |
| 50 | Revenue Balance Interest | (130) | (130) | (130) | (130) | (130) | |
| | Income Total | (83,390) | (85,916) | (88,522) | (91,210) | (94,267) | |
| | Net Expenditure | (1,000) | (1,000) | (1,000) | (700) | 0 | |
| | Net Expenditure | (1,000) | (1,000) | (1,000) | (100) | U | |
| | | | | | | | <u> </u> |
| | Actual Working Balance | 7,525 | 8,525 | 9,525 | 10,225 | 10,225 | |
| | | .,525 | 0,020 | -,520 | , | , | |

HOUSING REVENUE ACCOUNT FIVE YEAR BUDGET ASSUMPTIONS

1. Repairs and Maintenance

The analysis of the five year budget is to follow. The budget has been uplifted by 2.5% in 2014/15 to 2018/19. The fee element has been uplifted by 1% to reflect the salary uplift.

2. Maintenance of Grounds, Security Service, Refuse Collection, Cleaning – Sheltered Housing, Charges – Services Admin & Management, Benefits staff, Charges – Tenants participation, Charges for Environmental Health, Mediation Service, Energy Advice, Citizens Advice Bureau, Disabled Persons Housing Service, Aberdeen Families Project

As these budgets are principally for staffing within the Council an uplift of 1% has been applied to reflect the anticipated public sector pay awards.

3. Cleaning Service, Window Cleaning, Premises Insurance, Office Telephone, Integrated Housing

These budgets have been uplifted by the inflationary increase in the HRA Business Plan.

4. Gas & Electricity

Gas has been uplifted 10% each year, Electricity 30% in 2015/16 when the contract is renegotiated & Combined Heat & Power 5% each year.

5. Dwelling Houses Rent Income and Transfer Payments

The budgeted income from Dwelling House Rent is calculated by using the anticipated income from the new rent structure uplifted by the potential rent increase of 4.2% for 2014/15 and then uplifting each year by 3.5% (RPIX of 2.5% used in the business plan, this is the standard inflationary increase plus 1%) less a projected reduction in stock of 140 each year.

| | HOUSING REPAIRS DRAFT BUDGET | Base Budget 2014/15 £'000 | Base Budget 2015/16 £'000 | Base Budget 2016/17 £'000 | Base Budget 2017/18 £'000 | Base Budget 2018/19 £'000 |
|--------------|---|------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| PLANN | ED AND CYCLICAL MAINTENANCE | | | | | |
| 1 | External Joiner work Repairs including external paintwork etc. | 1,500 | 1,538 | 1,576 | 1,615 | 1,656 |
| 2 | Boiler Maintenance - Extra Care Housing | 310 | 318 | 326 | 334 | 342 |
| 3 | Controlled Entry Systems – Maintenance | 240 | 246 | 252 | 258 | 265 |
| 4 | Fire Precautions - Servicing & Renewal of Equipment inc. Smoke Detectors & Dry Risers | 400 | 410 | 420 | 431 | 442 |
| 5 | Flat Roofs/Dormers – Renewal & Insulation | 55 | 56 | 58 | 59 | 61 |
| 6 | Common Rooms - Replacement of Furniture | 25 | 26 | 26 | 27 | 28 |
| 7 | Gas Servicing, Maintenance and Repair | 2,940 | 3,014 | 3,089 | 3,166 | 3,245 |
| 8 | Laundry Equipment Replacement & Maintenance | 90 | 92 | 95 | 97 | 99 |
| | Legionella Testing incl. Repair/Renewal of Tanks | 100 | 103 | 105 | 108 | 110 |
| | Lift Maintenance | 370 | 379 | 389 | 398 | 408 |
| 11 | Mutual Repairs outwith Housing Action Areas | 30 | 31 | 32 | 32 | 33 |
| | Pumps & Fans - Maintenance & Renewal | 75 | 77 | 79 | 81 | 83 |
| | Extra Care Housing - Replacement of Carpets, furnishings etc | 40 | 41 | 42 | 43 | 44 |
| | Standby Generators – Maintenance | 80 | 82 | 84 | 86 | 88 |
| | Warden call systems- Maintenance and Repair | 90 | 92 | 95 | | 99 |
| | Provision of Community Alarm | 230 | 236 | 242 | 248 | 254 |
| | Environmental Improvements | 1,200 | 1,225 | 1,251 | 1,277 | 1,304 |
| | Relets | 3,600 | 3,693 | 3,790 | · · | 3,995 |
| | Asbestos | 200 | 205 | 210 | | |
| | Planned/Cyclical Maintenance Sub Total | | 11,864 | 12,161 | | 12,777 |
| DAY TO | D DAY RESPONSE MAINTENANCE | 11,010 | , | 12,101 | 12,100 | , |
| | Blacksmith General incl. Renewing & Repairing Rotary | 230 | 236 | 242 | 248 | 254 |
| 20 | Driers/Handrails | 200 | 200 | 272 | 240 | 204 |
| 21 | Car Park Repairs | 25 | 26 | 26 | 27 | 28 |
| 22 | Chimney heads - Repointing and Rebuilding | 5 | 5 | 5 | 5 | 6 |
| 23 | Condensation - Treatment of Walls | 50 | 51 | 53 | 54 | 55 |
| 24 | Electrical Work - General Repairs | 1,150 | 1,179 | 1,205 | 1,238 | 1,269 |
| 25 | Emergency Work - Out of Hours Service | 550 | 564 | 578 | 592 | 607 |
| 26 | External/Internal Response Paintwork | 210 | 215 | 221 | 226 | 232 |
| 27 | Fire Damage Repairs | 200 | 205 | 210 | 215 | 221 |
| | Garage Repairs | 30 | 31 | 32 | 32 | 33 |
| 29 | Glazier work | 170 | 174 | 179 | 183 | 188 |
| 30 | Joiner work – General Repairs | 2,750 | 2,817 | 2,889 | 2,962 | 3,035 |
| 31 | Mason work and Water Penetration Repairs | 500 | 513 | 525 | 538 | 552 |
| | Minor Environmental Services | 550 | 564 | 578 | 592 | 607 |
| 33 | Plasterwork – General | 275 | 282 | 289 | 296 | 304 |
| 34 | Plumber work – General | 1,180 | 1,210 | 1,240 | 1,271 | 1,302 |
| 35 | Slater work | 800 | 820 | 841 | 862 | 883 |
| 36 | Snow Clearance | 52 | 53 | 55 | 56 | 57 |
| 37 | TV Aerial | 60 | 62 | 63 | 65 | 66 |
| 38 | Rubbish Removal | 50 | 51 | 53 | 54 | 55 |
| 39 | Vandalism | 65 | 67 | 68 | 70 | 72 |
| | Water Services Charges | 10 | 10 | 11 | 11 | 11 |
| 40 | | | | 0.363 | 0.507 | 0.007 |
| 40 | Day to Day Response Maintenance Total | 8,912 | 9,135 | 9,363 | 9,597 | 9,837 |
| 40 | Day to Day Response Maintenance Total Fees | 8,912 1,920 | 1,938 | 1,958 | • | 1,997 |

Draft Housing Capital Budget 2014/15 to 2018/19

| oran nousing Capital Budget 2014/15 to 2016/19 | 2014/15 | 2015/16 | 2016/17 | 2017/18 | 2018/19 |
|---|---------|---------|---------|---------|---------|
| Project | | | | | |
| | £000 | £000 | £000 | £000 | £000 |
| SCOTTISH HOUSING QUALITY STANDARDS | | | | | |
| 1 Compliant with the tolerable standard | | | | | |
| 1.1 Major Repairs- | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| Roofs Renewal/Gutters/RWP/Roughcast | | | | | |
| Undertaking large scale repairs to Roofs/Gutters/RWP/Roughcast | | | | | |
| - - | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| 2 Free from Serious Disrepair | | | | | |
| 2.1 Primary Building Elements | | | | | |
| Structural Repairs Multi Storey | 7,380 | 8,400 | 3,416 | 1,859 | 2,000 |
| Multi Storey blocks are surveyed on a 5-7 year cycle to identify any works required to the structure of the buildings in order to keep the buildings safe and prolong their life. | | | | | |
| Structural Repairs General Housing | 3,000 | 2,000 | 1,500 | 1,500 | 1,500 |
| Structural works carried out in order to keep the building stable and structurally sound. | | | | | |
| Secondary Building Elements | | | | | |
| 2.2 Upgrading Of Flat Roofs General | 350 | 350 | 300 | 300 | 250 |
| Replacement of existing roof covering and upgrading of insulation to meet current building regulations. 2.3 Upgrade Flat Roofs Multi Storey | 684 | 718 | 1,572 | 1,319 | 1,385 |
| Full replacement of the flat roofs and also checking the replacement of roof ventilation as required | 004 | 710 | 1,072 | 1,010 | 1,000 |
| 2.5 Mono Pitched Types | 526 | 839 | 881 | 925 | 979 |
| Replacement of the external render of the building, replacement of gutters and downpipes, environmental works 2.6 Window Replace General | 1,251 | 480 | 2,638 | 2.720 | 1,249 |
| A rolling programme of double glazing where previously single glazing, or replacing existing double glazing to meet current standards. This is based on a cyclical | 1,201 | 400 | 2,000 | 2,720 | 1,240 |
| programme. 2.7 Window Replace Multi Storey | 0 | 0 | 0 | 0 | 0 |
| A rolling programme to replace existing double glazing to meet current standards. This is based on a cyclical programme. | J | ŭ | J | ŭ | ŭ |
| 2.8 Balcony Storm Doors | 60 | 0 | 0 | 0 | 0 |
| Replacement of existing doors with more secure, solid doors | 400 | | | | |
| 2.9 Balcony Glass Renewal - Multi Storey Replacement of existing balcony glazing on a cyclical basis | 160 | 0 | 0 | 0 | 0 |
| replacement of existing balcony glazing on a cyclical basis – | 13,411 | 12,787 | 10,307 | 8,623 | 7,363 |
| - | 13,411 | 14,707 | 10,307 | 0,023 | 1,303 |

| | 2014/15 £000 | 2015/16 £000 | 2016/17 £000 | 2017/18 £000 | 2018/19 £000 |
|--|-----------------|-----------------|-----------------|-----------------|-----------------|
| 3 Energy Efficient | | | | | |
| Effective insulation | | | | | |
| 3.1 Energy Efficiency – General Houses | 100 | 100 | 100 | 100 | 100 |
| 3.2 General Houses Loft Insulation | | | | | |
| Installation of loft insulation where there is none previously or the topping | 165 | 196 | 185 | 231 | 185 |
| up of existing insulation to comply with current building regulations. | | | | | |
| Efficient Heating | | | | | |
| 3.3 Heating Systems Replacement | 5,314 | 5,442 | 6,088 | 6,138 | 6,677 |
| Replacement of boiler/whole system as deemed necessary. | | | | | |
| 3.4 Medical Need Heating | 0 | 0 | 0 | 0 | 0 |
| Installation of gas/electric heating depending on the medical assessment. | | | | | |
| This can be installing a completely new system, modifying or extending an existing system. | | | | | |
| 3.5 Energy Efficiency Major Blocks | 4,400 | 3,750 | 3,938 | 4,134 | 4,341 |
| Contribution to Aberdeen Heat & Power for the creation of Combined Heat & Power Plants | | | | | |
| 3.6 Energy Efficiency Sheltered | 350 | 250 | 250 | 200 | 200 |
| Introduction of energy efficiency measures in extra care housing such as new or upgraded heating systems. Additional Energy Efficiency measures | | | | | |
| 3.7 S.C.A.R.F | 35 | 35 | 35 | 35 | 35 |
| Payment to SCARF for work carried out by them under the Energy Efficiency programme to individual properties. The work carried out includes the installation of loft insulation, draught proofing and compact fluorescent bulbs. Also providing tenants with energy efficiency advice and information. | | | | | |
| 3.8 Solid Wall Insulation | 150 | 150 | 150 | 150 | 150 |
| 3.9 Vestibule Doors | 0 | 0 | 0 | 0 | 0 |
| | 10,514 | 9,923 | 10,746 | 10,988 | 11,688 |
| 4 Modern Facilities & Services | | | | | |
| Bathroom and Kitchen Condition | | | | | |
| 4.1 Modernisation Programme | 9,728 | 2,006 | 1,120 | 1,691 | 838 |
| Replacement of bathrooms and kitchens. | | | | | |
| | 9,728 | 2,006 | 1,120 | 1,691 | 838 |
| 5 Healthy,Safe & Secure | | | | | |
| <u>Healthy</u> | | | | | |
| 5.1 Condensation Measures Installation of heating systems and ventilation measures to combat condensation. Safe | 75 | 79 | 83 | 87 | 91 |
| 5.3 Rewiring | 1,548 | 2,906 | 2,284 | 1,674 | 1,906 |
| Replacement of cabling, fittings and distribution boards as necessary. This work is carried out in every property on a cyclical basis 5.4 Lift Replacement Multi Storey/Major Blocks | 600 | 724 | 761 | 799 | 839 |
| Replacement of lifts where they are beyond economical repair. This can be full replacement or replacement of specific parts of the lift. | | | | | |
| 5.5 Smoke Detectors – Common Areas Major Blocks | 54 | 170 | 159 | 125 | 131 |

| | | 2014/15 £000 | 2015/16 £000 | 2016/17 £000 | 2017/18 £000 | 2018/19 £000 |
|------|--|-----------------|-----------------|-----------------|-----------------|-----------------|
| | Healthy,Safe & Secure (continued) | | | | | |
| 5.6 | Services | 50 | 50 | 50 | 50 | 50 |
| | Cyclical maintenance/replacement of the following services Ventilation Systems, water tanks/pipe work, refuse chutes/chamber, Dry risers systems, Standby Generators | | | | | |
| 5.7 | Entrance Halls/Concierge | 50 | 50 | 50 | 50 | 50 |
| | Provision of security service | | | | | |
| 5.8 | Laundry Facilities | 52 | 50 | 50 | 50 | 50 |
| | Replacement of laundry equipment | | | | | |
| 5.9 | Upgrading of Lighting | 39 | 14 | 14 | 15 | 16 |
| | Installation of lighting controlled by photo cell i.e. switches on and off automatically depending on the level of natural light & installation of lighting in areas where there was none before Secure | | | | | |
| 5.11 | Door Entry Systems | 48 | 42 | 44 | 46 | 49 |
| | Installation of door entry and replacement of existing doors where required | | | | | |
| 5.12 | Replace Door Entry Systems - Major Blocks | 48 | 50 | 53 | 56 | 58 |
| 5 12 | Installation of door entry and replacement of existing doors where required Other Initiatives | 366 | 312 | 147 | 135 | 141 |
| 5.15 | Upgrading of stairs and installation of security doors and door entry | 300 | 312 | 147 | 155 | 171 |
| | systems | 2,930 | 4,447 | 3,695 | 3,087 | 3,381 |
| | - | • | - | | | |
| | NON SCOTTISH HOUSING QUALITY STANDARDS | | | | | |
| 6 | Community Plan & Single Outcome Agreement | | | | | |
| 6.1 | Housing For Varying Needs | 100 | 0 | 0 | 0 | 0 |
| | New build including extra care housing. | | | | | |
| 6.2 | Community Initiatives | 400 | 400 | 300 | 250 | 250 |
| | Refurbishment of properties or environmental improvements in designated areas. | | | | | |
| 6.5 | Regeneration/Acquisition of Land or Houses | 120 | 0 | 0 | 0 | 0 |
| | Early Action projects linked to Regeneration and Master planning Briefs for Regeneration. Acquisition of Land/Houses for the new build programme. | | | | | |
| 6.6 | CCTV – Multi Storey | 310 | 147 | 154 | 162 | 170 |
| 0.0 | Provision of CCTV for the Multi Storey Service | 310 | 147 | 134 | 102 | 170 |
| 6.7 | Adaptations Disabled | 1,250 | 1,250 | 1,000 | 1,000 | 1,000 |
| 0.7 | Installation of level access showers, ramps, stair lifts and kitchen adaptations | 1,230 | 1,200 | 1,000 | 1,000 | 1,000 |
| 6.8 | Special Initiatives/Barrier Free Housing | 150 | 150 | 150 | 150 | 150 |
| | Provision of specialist facilities or housing for tenants with particular needs i.e. extensions | | | | | |
| 6.9 | Housing For Varying Needs- Amenity/Adaptations | 300 | 75 | 75 | 75 | 75 |
| | Conversion of properties to Amenity Level standard | | | | | |
| 6.10 | Housing For Varying Needs- Extra Care/Adaptations | 430 | 75 | 75 | 75 | 75 |
| 6.11 | Adaptations required to ensure existing sheltered housing stock meets current standards Roads | 100 | 100 | 100 | 100 | 100 |
| | Upgrade of Roads to an adoptable standard | | | | | |
| 6.12 | Paths | 100 | 100 | 100 | 100 | 100 |
| _ | Formation or upgrading of paths | | | | | |
| 6.13 | Garages | 0 | 0 | 0 | 0 | 0 |
| | Upgrade of Garages | | | | | |
| 6.14 | New Affordable Housing | 500 | 40 | 0 | 0 | 0 |
| | - | 3,760 | 2,337 | 1,954 | 1,912 | 1,920 |

| | 2014/15 £000 | 2015/16 £000 | 2016/17 £000 | 2017/18 £000 | 2018/19 £000 |
|--|-----------------|-----------------|-----------------|-----------------|-----------------|
| 7 Service Development | | | | | |
| 7.1 Conditions Surveys Surveying of Council houses to identify failures against Scottish Housing Quality Standard | 50 | 25 | 25 | 25 | 25 |
| 7.2 Property Database | 50 | 50 | 50 | 50 | 50 |
| Various items of IT equipment including hardware and software 7.3 Integrated Housing System Various purchase of PC's and software packages | 75 | 75 | 75 | 50 | 50 |
| | 175 | 150 | 150 | 125 | 125 |
| 9 Service Expenditure | | | | | |
| Corporate Fees | 5,405 | 4,424 | 3,961 | 3,756 | 3,599 |
| | 5,405 | 4,424 | 3,961 | 3,756 | 3,599 |
| Gross Programme | 46,923 | 37,074 | 32,933 | 31,182 | 29,914 |
| Less Slippage | (5,161) | (4,078) | (3,623) | (3,430) | (3,291) |
| Net Programme | 41,762 | 32,996 | 29,310 | 27,752 | 26,623 |
| Financed by :- | | | | | |
| Borrowing | 19,303 | 10,863 | 6,313 | 3,252 | 0 |
| CFCR | 22,459 | 22,133 | 22,997 | 24,500 | 26,623 |
| Total Funding | 41,762 | 32,996 | 29,310 | 27,752 | 26,623 |

Draft

EDUCATION, CULTURE AND SPORT

21 November 2013

SCHOOL SERVER REFRESH AND RATIONALISATION (ECS/13/071)

The Committee had before it a report by the Director of Education, Culture and Sport which sought approval to refresh and rationalise the ICT server estate of the Council's educational establishments by means of the development and implementation of a virtualised server infrastructure.

The report recommended -

that the Committee notes the following proposals:

- (a) to progress the refresh and rationalisation of the server estate of Council education establishments by means of the development and implementation by the Council of a virtualised server infrastructure;
- (b) the Council's entry into a framework agreement pursuant to the above recommendation, the particular framework agreement to be selected by the Director of Education, Culture and Sport following consultation with the Council's ICT, Procurement and Legal teams, with exemption being granted from any of the Council's Standing Orders relating to Contracts and Procurement in respect of which exemption is required in order to allow the foregoing;
- (c) the estimated expenditure of (1) an initial planned capital investment in the current financial year of £180K. No additional capital is requested, and (2) £500K per annum over 3 years from the existing ICT Investment budget in respect of such framework agreement;
- (d) the referral of this report to Finance, Policy and Resources Committee for approval to spend capital and revenue from existing budgets as described in the report.

The Convener noted at this juncture that the above recommendations should be agreed by the Committee, rather than noted as suggested above.

The Committee resolved:

- to progress the refresh and rationalisation of the server estate of Council education establishments by means of the development and implementation by the Council of a virtualised server infrastructure;
- (ii) to approve the Council's entry into a framework agreement pursuant to the above recommendation, the particular framework agreement to be selected by the Director of Education, Culture and Sport following consultation with the Council's ICT, Procurement and Legal teams, with exemption being granted from any of the Council's Standing Orders relating to Contracts and Procurement in respect of which exemption is required in order to allow the foregoing;
- (iii) to approve the estimated expenditure of:
 - (1) an initial planned capital investment in the current financial year of £180,000 (noting that no additional capital is requested).

- £500,000 per annum over three years from the existing ICT Investment budget in respect of such framework agreement;
- (iv) to refer this report to the Finance, Policy and Resources Committee for approval to spend capital and revenue from existing budgets as described in the report; and
- (v) in relation to paragraph 4.4 of the report (page 283 ie "Improved management of the schools' ICT estate will be possible through a single point of management, allowing the secondary schools' ICT technicians to complement this service by managing local school requirements. A review of the role of all the technical support staff will be carried out to determine potential changes to job descriptions"), to instruct officers to enter into urgent discussions with affected staff and trades unions.

ABERDEEN CITY COUNCIL

COMMITTEE Education, Culture and Sport

DATE 21 November 2013

DIRECTOR Gayle Gorman

TITLE OF REPORT School Server Refresh and Rationalisation

REPORT NUMBER: ECS/13/071

1. PURPOSE OF REPORT

This report:

- requests approval to refresh and rationalise the ICT server estate of Aberdeen City Council's education establishments by means of the development and implementation of a virtualised server infrastructure.
- describes the background to the existing ICT server and storage infrastructure within the Council's education establishments.

2. RECOMMENDATIONS

It is recommended that Committee notes the following proposals:

- 2.1 to progress the refresh and rationalisation of the server estate of Council education establishments by means of the development and implementation by the Council of a virtualised server infrastructure.
- 2.2 the Council's entry into a framework agreement pursuant to the above recommendation, the particular framework agreement to be selected by the Director of Education, Culture and Sport following consultation with the Council's ICT, Procurement and Legal teams, with exemption being granted from any of the Council's Standing Orders relating to Contracts and Procurement in respect of which exemption is required in order to allow the foregoing.
- 2.3 the estimated expenditure of
 - 2.3.1. an initial planned capital investment in the current financial year of £180K. No additional capital is requested.
 - 2.3.2. £500K per annum over 3 years from the existing ICT Investment budget in respect of such framework agreement.

2.4 the referral of this report to Finance, Policy and Resources Committee for approval to spend capital and revenue from existing budgets as described in the report.

3. FINANCIAL IMPLICATIONS

An initial investment of £180k in the infrastructure is contained within the Capital allocation to the ICT Service for financial year 2013/14. Further investment to the total of £1.5M has been included within the ICT Investment budget over a three year period to facilitate the implementation of server and desktop virtualisation within the schools.

| Period | FY 2013/14 | FY 2014/15 | FY 2015/16 | Total |
|---------------------|---------------|---------------|---------------|---------|
| Capital Expenditure | | | | |
| Virtualisation | £180K | | | £180K |
| Infrastructure | | | | |
| Revenue Expenditure | | | | |
| Server and Desktop | £500K | £500K | £500K | £1,500K |
| Virtualisation | | | | |
| Total | £680K | £500K | £500K | £1,680K |

A business case has been prepared that indicates implementation costs of around £3M for a fully virtualised environment over two data centres. The funding that is available is only sufficient to implement the virtualised environment at one data centre at this time.

Funding to improve resilience of the virtualised environment over two data centers will be reviewed as part of the options appraisal for corporate data centres as the overall cost is likely to be significantly reduced combining both curricular and corporate requirements.

The business case also identifies a cost of £2.847M operational costs over 5 years. These costs are, on the whole, offset by current costs of staffing, and ICT network, hardware and software support for educational establishments.

4. OTHER IMPLICATIONS

- 4.1. A continued rapid growth in the use of technology in schools is expected during the next five years. This will have an impact on all areas of learning and therefore on service provision. The aim is to deliver an excellent service to schools with an infrastructure to underpin educational requirements.
- 4.2. The new Glow, the national intranet for Scottish schools, and facilitating choice and flexibility in teaching and learning, will provide and require a significant increase in availability of resources and support services.

- 4.3. Improvements in consistency, availability and reliability of services will be possible. These are critical to the delivery of an effective service in which users can build confidence.
- 4.4. Improved management of the schools' ICT estate will be possible through a single point of management, allowing the secondary schools' ICT technicians to complement this service by managing local school requirements. A review of the role of all the technical support staff will be carried out to determine potential changes to job descriptions.
- 4.5. To facilitate the required timescale, the procurement of the equipment needed to implement the virtualisation of the infrastructure would be progressed by means of a framework agreement, provided by the Government Procurement Service. The timescale required to carry out a framework 'mini tender' would be greatly reduced in comparison with that necessary for a full tendering exercise. Accordingly, Committee is asked to approve the entry by the Council into an appropriate framework agreement.
- 4.6. The tender will have two phases:
 - 4.6.1. Phase 1 implement in one data centre
 - 4.6.2. Phase 2 implement in second data centre as and when second data centre and funding are available.

Standing Orders

Standing Order 1(6)(a) of the Council's Standing Orders relating to Contracts and Procurement as shown below allows for an exemption from Standing Orders 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..."

The contractual documentation which the Council would require to sign in order to enter into a framework agreement will not contain the "Applicable Law" (requiring contracts to be subject to the law of Scotland and the exclusive jurisdiction of the Scottish courts), "Corrupt or Illegal Practices", "Insurances" and "Freedom of Information" clauses in the exact terms required by SO 8, 11, 13 and 26 and may not contain clauses of similar effect. However the absence of such clauses would not be considered to pose a significant risk to the Council in this instance.

5. BACKGROUND/MAIN ISSUES

All schools have a local ICT infrastructure which is near the end of its life, difficult to support and due for refresh. Schools are experiencing increasing problems with reliability and capacity of the existing servers. To address the urgency to replace the current infrastructure, an independent options appraisal exercise was completed in January 2013. The resulting report recommended a move to a virtualisation of the schools' ICT infrastructure in a centralised data centre environment.

In developing the infrastructure strategy for the education ICT estate, some of the benefits identified include:

Educational benefits

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|--|--|
| Reliability, consistency, availability and accessibility | Ability to access resources efficiently and with confidence. |
| | Ability to logon from any mobile device to the Education network while in Council buildings. |
| Reduced log on time | Enabling users to get the most out of the time which they have, improving productivity and user experience. Target average logon time of less than 1 minute. |
| Shared teaching resources | Shared teaching resources within the Local Authority and potentially with other Local Authorities for subjects that have low numbers, allowing increased diversity of courses and learning. |
| Increased flexibility of locations | Teaching and non-teaching staff are able to move freely between schools or other education locations, accessing local resources, common resources, personal or education information and deliver appropriate services. |
| Integrated Domains – single sign on to resources | "single sign on" to Education, GLOW and external Internet services to improve the user experience and productivity. |
| Agility | Support to increase agility in responding to the technological changes that are expected to continue. |
| Work from Home | Allow users to rapidly access the Education network from home or other locations away from council buildings. |
| Reduced costs | The integrated Infrastructure is less costly to support since the more complex components are centralised and managed through experienced support professionals from one location. |

Technological benefits

| Fully managed environment Standardised and integrated | In the fully managed environment, the success rate for application deployment to all users is considerably enhanced by being able to carry out adequate testing once per application. Presently, applications are tested as appropriate for each school (12 for Secondary, 48 for primary, 3 for special schools). Reducing the domains from 70 down to 1. This makes consistent management of the infrastructure and the associated services |
|--|---|
| | much easier and improves maintainability, security and permissions management. |
| Standard desktops | Instead of having 24,000 different desktop profiles, reduce this to around 100. Introducing standard desktops and application profiles and limiting the ability for users to modify applications reduces the user support resource requirements. |
| Integrated storage service | Reduce the storage services from around 70 mini data centres to 2 centralised data centres. Provide a single, integrated storage service for files and folders that is accessible from anywhere, both within the Education network or externally, and incorporates local storage, corporate storage and cloud-based (Glow) storage. Improve the storage provision for all users, providing working space for the present and future curricular needs. |
| Reduction in network bandwidth | Reduction in bandwidth requirements between remote sites and the data centre (typically around 40Kbps per user) improving performance for externally hosted services and access to user content (files and folders). |
| Integrated voice, video and data | Single domain architecture makes Voice over IP (VoIP) cheaper and easier to achieve and provides a means of integrating voice, video and data channels for learning. |
| Improved support | Improved technical support service to schools |
| Reduced costs | Potential reduction in refresh costs. Reduced power consumption from virtualised server infrastructure. |
| Updates, consistency and equality | Ability to upgrade operating systems and apply updates across the estate. |

The development of a virtualised architecture for the education estate assumes a timescale which includes the purchase of the equipment

required for the infrastructure, starting in the current financial year, followed by a two year implementation period, with an intended end date of August 2015.

This timescale aligns with the funding arrangement included in the ICT Investment budget over a three financial year period as indicated in Section 3 above.

This timescale also aligns with phase 1 of full implementation, that is, one data centre.

Potential Delivery of both Education and Corporate ICT Services Aberdeen City Council currently has a managed service contract with a third party until January 2016 to manage the Council's corporate data centre. There will be a need to ensure continuity of ICT Services at the end of the current contract and to fund investment to ensure that the infrastructure within data centre facilities is refreshed and upgraded at the end of the contract period. A review of the options available is being progressed to address this need.

A business case relating to the education ICT estate has been produced which identifies and supports the opportunity that exists to provide all of the Council's data requirements, both corporate and schools, via fully virtualised architecture from two data centres.

A dual site solution offers greater capacity than a single data centre and spreads the load across two sites. While there would be an increase in the total hardware and support requirements, this is balanced against increased reliability and availability, with reduced data centre operating costs per centre. Managing the Council's data requirements from two data centres enables the implementation and provision of disaster recovery facilities.

6. IMPACT

This proposal links to the Corporate Governance Business Plan 2013/14 - 2017/18 - Service Improvements.

Citywide network improvements:

"We will improve performance and resilience of the ICT network across the city to ensure that it aligns with the business requirements and expectations."

This proposal links to the Education, Culture and Sport Service Plan 2011/12 - 2015/16.

Technology

- "We will widen access to learning for all through the flexible use of technology"
- "ICT will be a bigger part of the curriculum and will support and enhance the learning experience"

7. MANAGEMENT OF RISK

Virtualisation has significant benefits to support efficiencies of administration of ICT infrastructure, but increases the reliance on network connectivity, which in a centralised virtualised environment increases the risk of system unavailability.

The overall risk to system availability is partially addressed by the provision of the Council's data requirements via fully virtualised architecture from two data centres.

The business case includes a risk assessment with appropriate mitigating actions identified.

8. BACKGROUND PAPERS

ICT Technical Infrastructure Strategy 2010 - 2015 Business Case Education Server and Rationalisation ICT Asset Management Plan 2012

9. REPORT AUTHOR DETAILS

Sandra Massey Rosaleen Rentoul

IT Manager Principal Officer (Learning Resources)

Corporate Governance Education Culture and Sport smassey@aberdeencity.gov.uk rrentoul@aberdeencity.gov.uk

Tel: 01224 522778 Tel: 01224 522195

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Agenda Item 8(a)

Exempt information as described in paragraph(s) 1 of Schedule 7A of the Local Government (Scotland) Act 1973.

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