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To: All Members of the Council

Town House,
ABERDEEN, 6 May 2014

COUNCIL MEETING

The Members of the **COUNCIL** are requested to meet in Council Chamber - Town House on **WEDNESDAY, 14 MAY 2014 at 10.30am.**

JANE G. MACEACHRAN
HEAD OF LEGAL AND DEMOCRATIC SERVICES

BUSINESS

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

MINUTES OF COUNCIL

- 4(a) Minute of Meeting of Council of 5 March 2014 - for approval (circulated separately)
- 4(b) Minute of Meeting of Urgent Business Committee of 11 March 2014 - for approval (Pages 1 - 4)
- 4(c) Minute of Meeting of Urgent Business Committee of 17 March 2014 - for approval (Pages 5 - 8)

- 4(d) Minute of Meeting of Urgent Business Committee of 27 March 2014 - for approval (Pages 9 - 10)
- 4(e) Minute of Meeting of Urgent Business Committee of 24 April - for approval (to follow)

BUSINESS STATEMENT, MOTIONS LIST AND OTHER MINUTES

- 5(a) Business Statement (Pages 11 - 18)
- 5(b) Motions List (Pages 19 - 24)
- 5(c) Minute of Meeting of Guildry and Mortification Funds Sub Committee of 14 April 2014 - for approval (Pages 25 - 28)
- 5(d) Minute of Meeting of City Centre Regeneration Board of 23 April 2014 - for information (Pages 29 - 36)

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

- 6 None to date

GENERAL BUSINESS

- 7(a) Polling Places at the Scottish Independence Referendum - Report by Chief Executive (Pages 37 - 42)
- 7(b) Scottish Independence Referendum - Letter from Secretary of State for Scotland - Report by Chief Executive (Pages 43 - 52)
- 7(c) Ministerial Visits Protocol - Report by Chief Executive (Pages 53 - 58)
- 7(d) Council Structure - Report by Chief Executive (to follow)
- 7(e) Local Policing Plan 2014 - 2017 - Report by Chief Executive (Pages 59 - 80)
- 7(f) Local Fire and Rescue Plan 2014 - 2017 - Report by Chief Executive (Pages 81 - 106)
- 7(g) Legal Highs - Motion by Councillor Thomson - Report by Chief Executive (Pages 107 - 116)

- 7(h) Big Noise Torry Business Plan and Partnership Agreement - Report by Chief Executive (Pages 117 - 146)
- 7(i) Appointments - Report by Chief Executive (Pages 147 - 148)
- 7(j) Community Planning Aberdeen Update - Report by Director of Corporate Governance (Pages 149 - 154)
- 7(k) Fairer Aberdeen Fund Progress Report - Report by Director of Corporate Governance (Pages 155 - 162)
- 7(l) Street Begging Update - Report by Director of Corporate Governance (Pages 163 - 164)
- 7(m) Proposed Byelaw Regarding Camping in Designated Places - Joint report by Director of Housing and Environment and Director of Corporate Governance (Pages 165 - 204)
- 7(n) Bus Lane Enforcement Expenditure - Report by Director of Enterprise, Planning and Infrastructure (Pages 205 - 226)
- 7(o) Corporate Parenting: Annual Update - Report by Director of Social Care and Wellbeing (Pages 227 - 242)

BUSINESS THE COUNCIL MAY WISH TO CONSIDER IN PRIVATE

- 8(a) Progress Report on the Aberdeen Exhibition and Conference Centre (AECC) Development - Report by Director of Enterprise, Planning and Infrastructure (Pages 243 - 250)
- 8(b) Sale of Ground, Torry Quay/Greyhope Road - Report by Director of Enterprise, Planning and Infrastructure - referred by Property Sub Committee of 22 April 2014 (Pages 251 - 256)

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Agenda Item 4(b)

URGENT BUSINESS COMMITTEE

ABERDEEN, 11 March 2014 - Minute of Meeting of the URGENT BUSINESS COMMITTEE. Present:- Councillor Crockett, Convener; and Councillors Cooney, Dickson, Jackie Dunbar, Forsyth, Grant (substituting for Councillor Taylor), Kiddie (substituting for Councillor May), Laing, McCaig, Noble, Thomson (substituting for Councillor Boulton), Young and Yuill.

The agenda and reports associated with this minute can be found at:-

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=334&MId=3330&Ver=4>

URGENT MOTION

1. The Convener advised that he had received an urgent motion in accordance with Standing Order 21(9), and that he had accepted this onto the agenda, the details of which would be considered later in the meeting (Article 5 of this minute refers).

DETERMINATION OF URGENT BUSINESS

2. In terms of Standing Order 28(5)(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 the items were of an urgent nature and required to be considered this day with decisions taken thereon.

DETERMINATION OF EXEMPT BUSINESS

3. The Council was requested to determine that the report by the Director of Education, Culture and Sport on the Belmont Media Centre, which contained exempt information as described in Schedule 7(A) of the Local Government (Scotland) Act 1973, be taken in private.

The Committee resolved:-

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the press and public from the meeting during consideration of the aforementioned item of business (Article 4 of this minute refers) so as to avoid disclosure of exempt information of the class described in paragraph 6 of Schedule 7(A) of the Act.

The Convener moved as a procedural motion, seconded by Councillor Young:-

That the urgent motion be considered in private to enable the Council to receive legal advice.

On a division, there voted:-

For the procedural motion (7) - Convener; and Councillors Cooney, Forsyth, Grant, Laing, Thomson and Young; against the procedural motion (6) - Councillors Dickson, Jackie Dunbar, Kiddie, McCaig, Noble and Yuill.

The Committee further resolved:-

to adopt the procedural motion, and thereby, in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of the aforementioned item of business (Article 5 of this minute refers) so as to avoid disclosure of exempt information of the class described in paragraph 12 of Schedule 7(A) of the Act.

In accordance with the decisions recorded under Article 3 of this minute, the following items were considered with the press and public excluded.

DECLARATION OF INTEREST

Councillor Forsyth declared an interest in the following item of business by reason of his wife being a Friend of the Belmont Cinema. Councillor Forsyth considered that the nature of his interest did not require him to leave the meeting.

BELMONT MEDIA CENTRE - ECS/024

4. The Committee had before it a report by the Director of Education, Culture and Sport which provided an update on the future operation of the Belmont Media Centre and requested approval to allocate £120,000 towards the purchase of digital projection equipment and the inclusion of an additional £10,000 per annum in the payment for services.

The report recommended:-

that the Committee -

- (a) approve the allocation of £120,000 to the Centre for the Moving Image towards the purchase of digital projection equipment for the Belmont Media Centre; and
- (b) approve the inclusion of additional expenditure of £10,000 per annum in the payment for services, making the total annual payment to the Centre for the Moving Image £85,000.

The Committee resolved:-

to approve the recommendations.

URGENT MOTION BY COUNCILLOR McCAIG

5. Prior to the circulation of the urgent motion, the Committee was issued with written legal advice by the Head of Legal and Democratic Services in connection with the text of a letter in the name of the Council Leader which was intended to be

issued along with the Council tax statements. There being no questions from members, the copies of the legal advice were returned to the Head of Legal and Democratic Services.

In the absence of Councillor McCaig to move his urgent motion, it was not circulated and the Committee noted the requirement to consider the substantive matter and take a decision thereon.

The Committee resolved:-

- (i) to agree that it is unacceptable for the Council funds to be used for political campaigning;
- (ii) to agree that the letter being sent to the citizens of Aberdeen from the Council Leader reiterates Council policy; and
- (iii) to instruct the Chief Executive to send the letters alongside the Council tax statements.

- BARNEY CROCKETT, Convener.

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URGENT BUSINESS COMMITTEE

ABERDEEN, 17 March 2014. Minute of Meeting of the URGENT BUSINESS COMMITTEE. Present:- Councillor Crockett, Convener; and Councillors Boulton, Cameron (as substitute for Councillor Jackie Dunbar), Cooney, Cormie (as substitute for Councillor Cameron), Dickson, Forsyth, Laing, McCaig, May, Noble, Taylor, Young and Yuill.

The agenda and reports associated with this minute can be found at:-
<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=334&MId=3342&Ver=4>

DETERMINATION OF URGENT BUSINESS

1. In terms of Standing Order 28(5)(iv), 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:-

- (i) that the report on Winter Festival Lighting was not of an urgent nature and would fall to be considered at the next meeting of the Finance, Policy and Resources Committee; and
- (ii) to agree otherwise that the items on the agenda were of an urgent nature and required to be considered this day.

SCOTTISH OPEN - ROYAL ABERDEEN, 10-13 JULY, 2014 - ESPI/14/044

2. With reference to article 7 of the minute of meeting of the Enterprise, Strategic Planning and Infrastructure Committee of 12 November, 2013, the Committee now had before it a report explaining that the Scottish Government had provided its Team Scotland partners with opportunities to participate in the associated business engagement programme for the Scottish Open at Royal Aberdeen and recommending that specific support be approved.

The report recommended:-

- (a) that members note the content of the report; and
- (b) that members identify a suitable budget and agree financial support totalling £3,600 towards the participation of an Aberdeen City Council team in the Pro-Am and the hosting of three VIP hospitality tables in the VIP programme at the Scottish Open, Royal Aberdeen, 2014.

The Committee resolved:-

- (i) to note the content of the report;
- (ii) to support the Pro-Am at a cost of £1,200 for a three player Aberdeen City Council team at the Pro-Am being held on Wednesday 9 July, 2014, ensuring that the Council put forward a mixed team;

URGENT BUSINESS COMMITTEE

17 March 2014

- (iii) to support VIP hospitality at a cost of £2,400 for three tables of eight people, one per day from Thursday 10 to Saturday 12 July, 2014, hosted by the Chief Executive or her representative on behalf of the Council;
- (iv) that the total cost of £3,600 be met in the first instance from within the Enterprise, Planning and Infrastructure budget for 2014/15, failing which the cost to be met from Council contingencies; and
- (v) to maximise opportunities arising from the event.

DECLARATION OF INTEREST

Councillor Cameron declared an interest in the following item of business by virtue of his position as a Director on the Board of Aberdeen Exhibition and Conference Centre and chose to withdraw from the meeting during consideration of the item.

Councillor Cameron was substituted by Councillor Cormie for this item only.

ABERDEEN EXHIBITION AND CONFERENCE CENTRE - FINALISATION OF TRANSFER OF PROPERTY INTERESTS AND FINANCIAL MATTERS - CG/14/042

3. With reference to articles 30 and 13 of the minutes of meetings of Council of 15 December, 2010 and 13 June, 2012, respectively, the Committee had before it a report summarising actions taken in relation to those decisions to transfer the property assets of Aberdeen Exhibition and Conference Centre Limited (AECC) and Mountwest 343 Limited to Aberdeen City Council and to find the most tax efficient way to remove the debt burden that remained.

The report sought final approval for various aspects of the transfer ahead of legal agreements being signed prior to 31 March, 2014 and additionally sought authority to amend the Articles of Association of AECC.

The report recommended:-

that the Committee –

- (a) note the actions taken and the steps required to address the property and financial matters that remained between AECC and the Council;
- (b) approve the financial package required to support the transfer, as described in the financial implications section of the report;
- (c) delegate to the unanimous approval of the Head of Legal and Democratic Services and the Head of Finance the negotiation and approval of the contract documents noted below, and any other contracts, letters or documents required to be signed and/or sealed in connection with the implementation of the transfer, on such terms and conditions, consistent with the key legal and commercial terms set out below, as they think fit. The contractual documents referred to above are:-

URGENT BUSINESS COMMITTEE

17 March 2014

- (1) the restructuring agreement between the Council, AECC and Mountwest
 - (2) the assignation of the lease from Mountwest to the Council
 - (3) the sub-lease renunciation between the Council and AECC
 - (4) the ground-lease renunciation between the Council and AECC
 - (5) the discharge by the Council of the standard security granted to it by AECC in respect of the ground lease
 - (6) a deed of release in respect of (1) the floating charge; and (2) the guarantee granted by Mountwest in favour of the Council
 - (7) a deed of release in respect of the debenture granted by AECC in favour of the Council
 - (8) a licence to occupy the exhibition centre and associated buildings by the Council to AECC; and
- (d) agree to the amendment to the Articles of Association of AECC and authorise the Head of Legal and Democratic Services to sign the appropriate documentation.

The Committee resolved:-

to approve the recommendations.

ABERDEEN FOOTBALL CLUB - SCOTTISH LEAGUE CUP CELEBRATION PARADE - SUNDAY, 23 MARCH, 2014

4. The Committee had before it a report proposing that the Council fund, organise and deliver a celebration parade down Union Street on Sunday, 23 March, 2014 at 1.00pm following Aberdeen Football Club's success in the Scottish League Cup Final on 16 March.

The report recommended:-

- (a) that members note the content of the report; and
- (b) that members agree funding of up to £25,000 from the Common Good Fund in support of a celebration parade for Aberdeen Football Club and its supporters in Aberdeen.

The Committee resolve:-

to approve the recommendations.

- COUNCILLOR CROCKETT, Convener.

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URGENT BUSINESS COMMITTEE

ABERDEEN, 27 March 2014 - Minute of Meeting of the URGENT BUSINESS COMMITTEE. Present:- Councillor Crockett, Convener; and Councillors Allan (substituting for Councillor Boulton), Cameron (substituting for Councillor Dickson), Cooney, Jackie Dunbar, Laing, McCaig, May, Noble, Taylor, Thomson (substituting for Councillor Forsyth), Young and Yuill.

The agenda and reports associated with this minute can be found at:-

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=334&MId=3348&Ver=4>

DETERMINATION OF URGENT BUSINESS

1. In terms of Standing Order 28(5)(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 item on the agenda was of an urgent nature; and (2) that the Committee required to consider the item and take decisions thereon.

The Committee resolved:-

to agree that the item was of an urgent nature and required to be considered this day.

POST OF CHIEF EXECUTIVE - RECRUITMENT AND SELECTION PROCESS - OCE/14/012

2. The Committee had before it a report by the Chief Executive which sought approval to establish an Appointment Panel to recruit to the post of Chief Executive.

The report recommended:-

that the Committee agree -

- (a) to establish an Appointment Panel comprising nine members in total (3 Labour, 3 SNP, 1 Liberal Democrat, 1 Conservative and 1 member of the Independent Alliance Group) to appoint to the post of Chief Executive, and that the Panel appoint a Convener from within its membership;
- (b) to delegate powers to the Appointment Panel to agree all matters relating to the recruitment process, including job description and person specification, salary and timeline;
- (c) to delegate powers to the Appointment Panel to agree any interim acting arrangements to cover the role of Chief Executive should the vacancy not be filled for a period of time; and
- (d) that external recruitment consultants be appointed for the purposes of supporting the recruitment to the post and in this regard to invoke Standing Order 1(6)(a) of the Council's Standing Orders relating to Contracts and Procurement to allow a contract to be entered into with the recruitment consultants Aspen to support the recruitment process for this post, without the need to seek four quotes in accordance with Standing Order 6 or to

undertake a competitive tendering exercise in accordance with Standing Order 5.

The Committee resolved:-

- (i) to approve the recommendations subject to the Appointment Panel comprising ten members in total, with Councillor Donnelly being the additional member; and
- (ii) to note that the timeline contained within the report had been updated, with the Appointment Panel to meet on 29 April to agree a shortlist of candidates, the Assessment Centre to take place on 7 May, and the Appointment Panel to meet on 8 May to interview candidates.

- BARNEY CROCKETT, Convener.

**COUNCIL
BUSINESS STATEMENT**

14 MAY 2014

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

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
1.	Council 06.03.13 Article 16	<p><u>Welfare Reform</u></p> <p>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.</p>	<p>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 continue to be processed within the agreed scheme. The Financial Inclusion Manager has been appointed and took up his post on 1 July 2013.</p> <p>A progress report was noted by the Council on 21 August 2013.</p> <p>A report will be contained within the Information Bulletin.</p>	<p>Director of Social Care and Wellbeing</p> <p>Director of Housing and Environment</p>	As and when required	14.05.14 (Info Bulletin)

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
2.	Council 26.06.13 Article 21	<u>Service Review of Legal Services</u> 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.		Head of Legal and Democratic Services	25.06.14	
3.	Finance and Resources 12.11.09 Article 22	<u>Community Planning Partnership - Fairer Scotland Fund</u> 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 (now Community Planning Aberdeen) and the Corporate Policy and Performance Committee on the outcomes achieved through the investment of the Fairer Scotland Fund.	This item now falls under the remit of the Council following the decision to disband the Corporate Policy and Performance Committee. A report is on the agenda.	Head of Customer Service and Performance	14.05.14	14.05.14
4.	Council 21.08.13 Article 9	<u>Establishment of Short-term Haitting Sites for Gypsies/Travellers and Proposed Byelaw Regarding Camping in Designated Areas</u> The Council instructed officers to commence without delay consultation with the Scottish Government on a	Officers will be attending meetings of the Heathryfold Residents Group and Northfield Community Council meetings to discuss, scope and agree the consultation events to progress the Howes Road site. A planning application will be prepared once architects	Director of Housing and Environment Head of Legal and Democratic Services	Every Council meeting	14.05.14

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
		<p>potential byelaw to prohibit camping on sensitive areas such as public places.</p> <p>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 establishing a further site or a more suitable site within the city.</p> <p>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.</p>	<p>complete a draft specification design for the site and any mitigation issues will be discussed with the community too. The Asset Management team are continuing to identify alternative and additional sites both in the public and private sector.</p> <p>The Council, at its meeting on 18 December 2013, approved an indicative timeline in relation to the potential byelaw regarding camping in designated areas.</p> <p>A report is on the agenda.</p>			

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
5.	Council 21.08.13 Article 17	<p><u>Street Begging</u></p> <p>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.</p>	<p>The Council, at its meeting on 18 December 2013, approved the wording of the proposed byelaw; approved the designated area; and instructed officers to take all necessary steps to complete the statutory process to seek confirmation of the byelaw from the Scottish Government.</p> <p>Statutory procedures have been followed to advertise notice of intention to apply for confirmation and the application for confirmation has been made to the Scottish Government. A limited number of objections was made to the Scottish Government and officers have submitted views on those objections. The Scottish Government is considering the position and a decision is awaited.</p> <p>A report is on the agenda.</p>	Director of Housing and Environment Head of Legal and Democratic Services	Every Council meeting	14.05.14
6.	Council 31.10.13 Article 4	<p><u>Aberdeen Exhibition and Conference Centre (AECC)</u></p> <p>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.</p>	A report is on the agenda.	Director of Enterprise, Planning and Infrastructure	05.03.14	14.05.14

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
7.	Council 31.10.13 Article 14	<p><u>Strategic Infrastructure Plan (SIP) - Key Goal 1: A step change to the supply of housing</u></p> <p>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).</p>	<p>It is intended that all future progress on the Affordable Housing Project will be reported to the Finance, Policy and Resources Committee as part of an overall SIP update report. As part of this report, members will be updated on the outcomes of the procurement process for a Joint Venture partner, recommending a preferred bidder(s) prior to entering a contract(s).</p> <p><u>Recommend for removal.</u></p>	Director of Housing and Environment	05.03.14	
8.	Council 31.10.13 Article 14	<p><u>SIP - Key Goal 5: A better image for Aberdeen</u></p> <p>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.</p>	<p>Minutes of meetings of the City Centre Regeneration Board will be on the Council agenda for information when available.</p> <p>The minute of the City Centre Regeneration Board meeting of 23 April 2014 is on the agenda.</p>	Director of Enterprise, Planning and Infrastructure	Every Council meeting	

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
9.	Council 31.10.13 Article 17	<u>Community Planning Aberdeen - Development Plan</u> The Council agreed to receive six monthly updates on progress with the implementation of the Development Plan.	A report is on the agenda.	Head of Customer Service and Performance	14.05.14	14.05.14
10.	Social Care, Wellbeing and Safety 07.11.13 Article 7	<u>Integration of Health and Social Care</u> The Committee, amongst other things, agreed that a future report be submitted to Council on the proposed Integration Plan for Aberdeen.	The Transitional Leadership Group held its first meeting and workshop on 17 February to begin the process of developing the Integration Plan for Aberdeen.	Director of Social Care and Wellbeing	05.03.14	
11.	Council 18.12.13 Article 22	<u>Sistema Scotland and Aberdeen</u> The Council approved a report which, amongst other things, recommended entering into a long term partnership with Sistema Scotland and that a subsequent report be brought to Council which would include the business plan, financial costings, asset and other implications; and thereafter reports be submitted to the Education Culture and Sport, Enterprise, Strategic Planning and Infrastructure and Social Care, Wellbeing and Safety Committees, to	A report is on the agenda.	Director of Education, Culture and Sport	14.05.14	14.05.14

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
		ensure that the introduction of a "Big Noise" centre in the city, its principles and experience could be integrated in other aspects of the Council's work.				
12.	Council 06.02.14 Article 2	<u>Aberdeen Sports Village - Sports Pitch and Ancillary Services</u> The Council instructed the Director of Education, Culture and Sport to report back to Council with a proposal to further develop the sports pitch and ancillary services which would provide the North East with a true Olympic style village.		Director of Education, Culture and Sport	25.06.14	
13.	Council 05.03.14 Article 12	<u>Polling Places at the Scottish Independence Referendum</u> The Council noted that following the conclusion of the public consultation on changes to polling places, the final polling place scheme for the Scottish Independence Scheme would be brought to the Council in May 2014 for approval.	A report is on the agenda.	Chief Executive	14.05.14	14.05.14

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
14.	Council 05.03.14 Article 21	<p><u>Broad Street Civic Square Assessment</u></p> <p>The Council, amongst other things, resolved (1) to agree that option C - full pedestrianisation of Broad Street between Upperkirkgate and Queen Street - best meets the objectives of the project and acknowledge that this option is reliant on additional traffic management measures; (2) to instruct officers to report back on the details of the draft Traffic Regulation Order within six months; and (3) to instruct officers to also report back within six months on the outcomes of the future year traffic and air quality model testing for 2023; and (4) to instruct officers to investigate the feasibility of reopening the Castlegate to traffic and opening Queen Street at the junction of West North Street and include their findings in the above report, and enter into discussions with Muse Developments with regard to maximising views of Provost Skene's House from Broad Street.</p>	<p>Work is ongoing to collate the information required. The first Air Quality report is being checked and the Traffic Management review has been started. There are some traffic modelling works to do within the city centre that must be completed before the next stage of Broad Street testing can be started. Timescales for these works are impossible to define at present.</p>	Director of Enterprise, Planning and Infrastructure	20.08.14	20.08.14

**COUNCIL
MOTIONS LIST
14 MAY 2014**

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

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Decision of Council</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Officer</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
1.	<p><u>Motion by Councillor Young</u></p> <p>“Council instructs the Chief Executive to write to Sir Peter Housden Permanent Secretary to the Scottish Government demanding an investigation into the First Minister’s professional conduct during the Aberdeen Donside by-election looking specifically at:-</p> <p>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 Council Director of Education, Culture and Sport or the</p>	26.06.13	<p>The Council, at its meeting on 21 August 2013, resolved:-</p> <p>(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 Chief Executive, which includes reference to our complaint to the Permanent Secretary. To note with astonishment that the First Minister responds to the Chief Executive seemingly on behalf of the Permanent Secretary and to note that the First Minister has been allowed to write his own response to the formal complaint made to the Permanent</p>	<p>The Council, at its meeting on 5 March 2014, resolved:-</p> <p>(i) to note the correspondence received from the Head of the Civil Service;</p> <p>(ii) to instruct the Chief Executive to write to the Permanent Secretary to the Scottish Government seeking talks aimed at creating a positive working partnership between Aberdeen City Council and the Scottish Government; and</p> <p>(iii) to instruct the Chief Executive to report to the next Council meeting with a revised protocol for the organisation of ministerial visits to Council properties which reflects the protocols operated for such visits by both the UK and</p>	Chief Executive	14.05.14	No

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Decision of Council</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Officer</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
	<p>Head Teacher of the said school noting that the school is currently subject to statutory consultation regarding its future within the wider school estate.</p> <p>2. The First Minister's unannounced visit to Hazlehead Park on 17 June 2013 a park owned wholly by Aberdeen City Council again without reference to the said 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.</p> <p>Instructs the Chief Executive to report back to the Council on the</p>		<p>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 situation has escalated since 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 and photographs, it would</p>	<p>Scottish Governments. A report is on the agenda.</p>			

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Decision of Council</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Officer</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
	<p>response received from the Permanent Secretary, in order for Council to determine its position on this matter.”</p>		<p>appear that the First Minister may have deliberately misled the Permanent Secretary on this matter;</p> <p>(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 Permanent Secretary to the Scottish 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 and suitable way; and</p> <p>(iv) to instruct the Chief Executive to report back to the Council the response received from</p>				

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Decision of Council</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Officer</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
2.	<p><u>Motion by Councillor Thomson</u></p> <p>“That this Council:-</p> <p>(i) acknowledges the concerns of communities across Scotland regarding the sale of so called “legal highs”;</p> <p>(ii) notes that in 2012 there were 37 legal high related deaths in Scotland;</p> <p>(iii) further notes with concern that these substances are sold openly from retail premises in locations Aberdeen; and</p> <p>(iv) instructs the Chief Executive to write to both the UK and Scottish Governments asking them to ban these</p>	06.03.14	<p>the Head of the Home Civil Service in order that the Council may determine its position on this matter.</p> <p>The Council, at its meeting on 6 March 2014, resolved:-</p> <p>(i) to approve the terms of the motion;</p> <p>(ii) to request officers to investigate if the Council had any powers under Trading Standards and Consumer Protection laws to take action against outlets selling legal highs; and</p> <p>(iii) to refer the motion to the Alcohol and Drugs Partnership for detailed consideration and instruct officers to report back to Council within one cycle.</p>	A report is on the agenda.	<p>Chief Executive</p> <p>Director of Social Care and Wellbeing</p> <p>Director of Housing and Environment</p>	14.05.14	

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Decision of Council</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Officer</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
	<p>substances, take measures to proactively combat their sale and supply in Scotland, or as a potential way forward consider the licensing of premises where legal highs are available.”</p>						

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Agenda Item 5(c)

GUILDRY AND MORTIFICATION FUNDS SUB COMMITTEE

ABERDEEN, 14 April 2014. - Minute of Meeting of the GUILDRY AND MORTIFICATION FUNDS SUB COMMITTEE. Present:- Councillor Finlayson, Master of Mortifications, Chairperson; Councillor Noble; and Mr Frederick G.S. Dalgarno, Dean of Guild.

The agenda and reports associated with this minute can be found at:-

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=419&MId=3362&Ver=4>

DETERMINATION OF EXEMPT BUSINESS

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

- Sale of Ground, Torry Quay/Greyhope Road

The Sub Committee resolved:-

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the press and public from the meeting during consideration of the aforementioned item of business (Article 5 of this minute refers) so as to avoid disclosure of exempt information of the classes described in paragraphs 6 and 9 of Schedule 7(A) of the Act.

MINUTE OF PREVIOUS MEETING

2. The Sub Committee had before it the minute of its previous meeting of 18 March 2013.

The Sub Committee resolved:-

to approve the minute.

REVIEW OF ALLOWANCES

3. The Sub Committee had before it a paper by the Head of Finance which (a) provided information concerning (1) the amount of allowances paid from the Guildry Funds to Burgesses of Guild, Widows and Widowers of Burgesses and Children of Burgesses from 1995 to 2012; and (2) the number of people receiving allowances for the same period; and (b) proposed that the allowances be increased by either 3% or 5% rounded up to the nearest £10, backdated, for 2013/14.

The Sub Committee resolved:-

to recommend that the following increases (5%) in annual allowances be approved by the Council backdated from 1 May 2013:-

Guildry Fund Allowance	Present Allowance	Proposed Allowance
Burgesses	£1,680	£1,765
Widows/Widowers of Burgesses	£1,680	£1,765
Children of Burgesses	£1,560	£1,640

REPORT BY DEAN OF GUILD

4. The Sub Committee had before it a report by the Dean of Guild which discussed the use of the Guildry funds.

The report explained that the Burgesses of the Guild of the City of Aberdeen were about to celebrate the granting of a Royal Charter by King Alexander II who came to the throne in 1214. The precise date of granting was not known however a programme of events was planned to celebrate this important landmark in the history of Aberdeen's oldest civic body.

The report highlighted that concern had been expressed that because the amounts paid to Burgesses (or widows of) were *de minimis* in relation to the total funds, and that no awards had been sought nor claimed from the Guildry Award Scheme in the past three years, that the Office of the Scottish Charity Regulator (OSCR) could consider that the Burgesses of Guild no longer qualified as a charitable body, which would have adverse consequences for the Guild and its funds.

Therefore, the report put forward the following proposals for consideration:-

- (1) that a one off payment of £500 be made to all current recipients of payments from the Guildry funds - this would be by way of a heating allowance at a time when people were suffering hardship in meeting such bills, and this should not affect other benefits;
- (2) under the Guildry Award Scheme, payment of annual scholarships be made to students at Aberdeen University, The Robert Gordon University and the Saltire Society, and that the annual amount payable under the scheme be increased to a maximum of £20,000. The criteria for qualification would be the same as the current award scheme and ordinary applications to the current award scheme would still be considered but the scheme would be better administered and more widely advertised;
- (3) in recognition of the forthcoming 800th anniversary of the granting of the Royal Charter for the Burgesses of Guild and the City of Aberdeen, that a one off competition be held for charities in Aberdeen requiring assistance with projects of a capital nature, with the suggestion that three awards be made of £10,000, £6,000 and £4,000, with charities applying for these by submitting an application detailing the project and what the award would be used for; and
- (4) that funding be made available for the creation of a coat of arms for the Burgesses of Guild.

The Dean of Guild advised that he had since consulted officers in Finance who advised that benefit in kind would be more appropriate than a financial payment in terms of (1) above, and that the proposals would require further work with a more detailed report to be submitted to a future meeting for consideration, with final approval to be sought from the Council. He added that a review of the Burgesses of Guild constitution was due to be undertaken and that this would include a review of equality issues, as had been raised by the Sub Committee. He concluded that he would be working closely with his successor in order to bring these matters to fruition.

The Sub Committee resolved:-

- (i) to note the report meantime, expressing support for the general principles contained within it; and
- (ii) to request the Dean of Guild to report back to a future meeting of the Sub Committee in more detail.

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

SALE OF GROUND, TORRY QUAY/GREYHOPE ROAD

5. The Sub Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which advised of discussions which had been undertaken with Aberdeen Harbour Board in regard to ground at Torry Quay/Greyhope Road.

The report recommended:-

that the Sub Committee -

- (a) approve the sale of the ground at Torry Quay/Greyhope Road to Aberdeen Harbour Board for the amount specified; and
- (b) instruct the Head of Legal and Democratic Services to conclude missives for the sale of the property on the terms agreed with Aberdeen Harbour Board.

The Sub Committee resolved:-

to recommend to the Property Sub Committee that the recommendations be approved.

ANY OTHER COMPETENT BUSINESS

6. The Dean of Guild advised that this was his last meeting before his term of office came to an end in May, and thanked elected members and officers for their support and assistance during his eight years in the role.

The Chairperson thanked the Dean of Guild for his excellent service to the Burgesses and the Council, and wished him well in his future endeavours.

The Sub Committee resolved:-

to concur with the Chairperson's remarks.

- ANDREW FINLAYSON, Master of Mortifications, Chairperson.

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CITY CENTRE REGENERATION BOARD

ABERDEEN, 23 April 2014. Minute of Meeting of the CITY CENTRE REGENERATION BOARD. Present:- Councillor Boulton, Chairperson; Councillors Forsyth, Young and Yuill; and Robert Collier (Aberdeen and Grampian Chamber of Commerce), Sir Ian Diamond (University of Aberdeen), Steve Harris (Visit Aberdeen), Derek McCrindle (Scottish Enterprise), Richard Noble (Aberdeen Inspired) and Professor Ferdinand Von Prondynski (RGU). Officers in attendance:- Valerie Watts, Gordon McIntosh, Angela Scott, Rita Stephen, David Leslie, Sandy Beattie, Angela Taylor, Karen Donnelly, Stephen Booth and Stephanie Dunsmuir.

APOLOGIES

1. Apologies were noted from Councillor Crockett and Colin Crosby.

ORDER OF AGENDA

2. The Chairperson advised that she proposed to take item 7 (Marischal Square) directly after consideration of the previous minute.

The Board resolved:-

to concur with the suggestion of the Chairperson.

SUBSTITUTE MEMBER FOR ACSEF

3. The Clerk advised that Colin Crosby, representative of ACSEF, had written to request that ACSEF be permitted to send a substitute member to meetings of the Board when he was unavailable to attend. Mr Crosby had explained that his ability to attend meetings of the Board would be restricted and that a substitute would allow ACSEF to be a contributing member of the Board.

The Board resolved:-

to recommend that ACSEF be permitted to send a substitute when Mr Crosby was unable to attend.

MINUTE OF PREVIOUS MEETING

4. The Board had before it the minute of its previous meeting of 10 February 2014.

Mr Noble referred to article 6 (Strategic Infrastructure Plan) and the discussion around demonstrating pace and progress and communicating this to members of the public. He added that he had heard comments that the public were not necessarily aware of any communication from the Board. The Board heard from Angela Taylor, Communications Officer, who advised that it would depend on whether there was anything from Board meetings which was appropriate to share with the public. She

CITY CENTRE REGENERATION BOARD

23 April 2014

advised that following the last meeting of the Board, a press release had been issued on city centre regeneration, but noted that it was not always easy to link press releases to what had been discussed at the Board. She added that releases would always refer to city centre regeneration, and where possible, these would always tie in to discussions at Board meetings. The Chief Executive stressed that it was important to note that certain regeneration projects might take some time to implement and progress would not be immediate. She advised that Angela Taylor was currently undertaking work around branding for the city centre regeneration work. The Chairperson added that once an appointment was made in relation to the masterplan, this would mean a timetable for regeneration projects could be plotted out, and more information could be shared with the public.

With reference to article 6 (City Centre Planning Applications), Gordon McIntosh advised the Board that the report in relation to maximising the opportunities from city centre developments would be presented to the next meeting.

Mr Collier referred to article 8 (City Centre Masterplan and Delivery Programme Update) on page 7 of the minute and requested a slight amendment so that the text read, "Mr Collier explained that he had spoken to Sir Ian Diamond prior to the meeting, and he had been in agreement with the points he had raised today to the Board, and had highlighted that it would be necessary to have a plan in place *within* the next six months", rather than "**for** the next six months".

The Board resolved:-

- (i) to approve the minute as a correct record, subject to the slight amendment in wording under article 8; and
- (ii) to note that the report on maximising the opportunities from city centre developments would be presented to the next meeting of the Board.

MARISCHAL SQUARE - EPI/13/120

5. The Board had before it a report by Stephen Booth, General Manager, Asset Management, which set out the progress with the redevelopment of the former St Nicholas House site to provide office, hotel, retail, restaurant and civic space. The report set out the key milestones in the project and explained the changes which had been made to the proposals following the comments made during the public consultation. Gordon McIntosh advised that St Nicholas House would be demolished by 13 July 2014.

The Board resolved:-

to note the update.

CITY CENTRE REGENERATION BOARD

23 April 2014

BOARD AWAY DAY

6. With reference to article 8 of the minute of the previous meeting, the Chairperson discussed the away day which had been held for Board members on 17 March and invited feedback from the attendees. She added that she felt the session had bonded the group and had assisted in reaching a common vision.

Councillor Yuill agreed that the session had been very worthwhile, but added that he felt a longer workshop would have been more beneficial. He suggested it could be repeated at a future date.

The Chairperson added that a second workshop would be required in order to decide on the merit of potential regeneration projects.

CITY CENTRE MASTERPLAN AND DELIVERY - PROGRAMME PROCUREMENT UPDATE - EPI/13/246

7. With reference to article 6 of the minute of the previous meeting, the Board had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an update on the procurement for the City Centre Masterplan and Delivery Programme.

The Board heard from Sandy Beattie, Team Leader, who advised that 120 notes of interest were received in response to the Pre Qualification Questionnaire (PQQ) and 17 design teams had responded. Following assessment, 6 teams had been selected as meeting the requirements of the PQQ and had been invited to respond to the invitation to tender (ITT). The deadline for responses to the ITT was 27 May 2014, and interviews would be held on 3 and 4 June. Mr Beattie added that he would like to thank the other members of the team and colleagues in Legal Services and Procurement for their work on the process. The Chairperson added her thanks to Mr Beattie.

Derek McCrindle commented that he felt it was a very good document, and added that Scottish Enterprise was keen for North Dee to be included in the masterplan. He noted that Scottish Enterprise would be looking for reassurance in relation to the evaluation of bids which did not bring in areas outwith the city centre. Mr Beattie explained that the brief was explicit in stating that the bids should not be confined to the city centre. If a bid did not include, for example, the harbour or North Dee, it would be marked down when it was evaluated. He advised that the ITT could be added to if the Board wished to make amendments or if they felt any area needed to be clarified.

Bob Collier noted that it would be important to clarify with bidders that there would be a requirement to specify sources of funding for costed proposals. He added that he would have a separate discussion with Mr Beattie about the various costs. He also

CITY CENTRE REGENERATION BOARD

23 April 2014

noted the levels of compliance set out within the document and suggested that there was a danger of constraining the imagination of bidders as a result. He noted that the existing Local Development Plan was under review and so it might be necessary to moderate the levels of compliance to ensure the best visions from bidders.

Mr Beattie stated that the present focus was more on the methodology of the process, and the evaluation of whether bidders understood the city centre issues and how they could be addressed.

The Chairperson referred to section D2 of the Masterplan Design and asked if 10% was a suitable weighting for the approach to transportation, noting the importance of connectivity for the city centre. Mr Beattie explained that all the elements of the evaluation criteria were inter-connected and that there were a number of factors involved in the design-led process, although obviously transport was very important. He was comfortable that the scoring was weighted correctly and added that the focus was strongly on design and would be backed up by how the bids would be delivered. The Board referred to the development of a business case (section D5) and Mr Beattie advised that the business case would assist in approaching the Scottish Government and Scottish Enterprise for funding in future.

The Board discussed the options for delivering the Masterplan and Delivery Programme within six, nine or twelve months. Karen Donnelly, Legal Manager, advised that although a set timescale could have been proposed, it was felt that providing delivery times/options would allow the process to have as much flexibility as possible, whilst maintaining the quality required from the successful bidder. The bidders would be asked to produce one proposal with three prices based on the timescales for delivery.

The Board resolved:-

- (i) to note progress on the procurement of the City Centre Masterplan and Delivery Programme; and
- (ii) to thank Sandy Beattie and the other officers involved in the process for all their hard work.

FUNDING OF CITY CENTRE MASTERPLAN

8. With reference to article 23 of the minute of the Council meeting of 18 December 2013 at which it had been agreed to seek funding contributions towards the cost of the proposed city centre masterplan from partners including Scottish Enterprise, the Robert Gordon University, the University of Aberdeen and the private sector, Gordon McIntosh advised the Board that meetings would be set up with these organisations to discuss any possible contributions.

CITY CENTRE REGENERATION BOARD

23 April 2014

Derek McCrindle noted that Scottish Enterprise believed that the city centre regeneration was of national importance and that he would seek an approval for a contribution towards this work once costs, timescales and a scope of works were available and agreed.

The Board resolved:-

to note that meetings would be arranged with the partners listed above and the private sector to discuss possible funding contributions towards the masterplan.

SUMMARY OF PLANNING APPLICATIONS APPROVED (CITY CENTRE)

9. The Board had before it a report by the Head of Planning and Sustainable Development which provided an update on city centre planning applications which had been approved. Bob Collier referred to the potential sites coming forward, listed on page 91 of the report and Professor Von Prondzynski asked how the planning applications were being considered in the context of the masterplan. Mr McIntosh explained that there had been approaches from developers for the sites listed and while the Council had to be aware of the masterplan, it had a legal responsibility to consider the applications. He added that the masterplan and timescales were made clear to developers when any discussions were taking place around potential applications. The Chairperson noted that the masterplan had to be fluid and there would still be development outwith what was proposed in the masterplan.

The Board resolved:-

to note the planning updates provided.

STRATEGIC INFRASTRUCTURE PLAN - UPDATE

10. The Board had before it a report prepared by David Leslie, Strategic Infrastructure Plan Programme Manager, which set out various updates in relation to city centre SIP projects, namely:-

- City Centre Regeneration
- Marischal Square Development
- Central Road Infrastructure (Berryden Corridor and South College Street)
- Art Gallery redevelopment
- Museums Collections Centre
- Accelerate Aberdeen
- Mither Kirk
- Aberdeen Arts Centre
- The Lemon Tree
- The Music Hall

CITY CENTRE REGENERATION BOARD

23 April 2014

Mr Leslie also referred to the meetings being set up with external Board members by Andrew Win, City Development Programme Manager, and advised that a report back on these meetings would be given to the next meeting of the Board.

Professor Von Prondzynski advised that he had met with Mr Win, but that he had concerns that any priority projects suggested to the Board might subvert the masterplanning process and could potentially use up allocated funds. Mr Collier suggested that it might be better to focus on agreed priority themes, rather than projects. Consensus could then be reached on priority themes which would relate to the content of the masterplan. Mr Collier added that previous minutes of the Board had noted that it would consider costed projects from members, however the Chairperson advised that this was as a result of discussions around 'quick win' projects which could be done outwith the masterplan, for example, there was the suggestion to look at connectivity from the Green. She added that these issues needed to be aired at the Board so that they could be discussed in more detail.

There was a short discussion around the masterplan team and the Board noted that in order for the masterplan to move forward quickly, the Council had taken the decision to bring in consultants to undertake the work. Mr McIntosh advised that consideration had been given to doing the work in-house, however the time which would be involved in bringing the resources together meant that this would not be viable to fit in with the projected timetable for the masterplan. There was further discussion around the budgeting of the £750,000 which had been set aside by the Council, and the Board also discussed the importance of buy-in to the masterplan. Mr Collier noted that stakeholder consultation was a key element.

Mr Noble added that he looked forward to meeting with Andrew Win, and agreed with the Chairperson that there were 'quick wins' which could be done in the meantime, however it was important that nothing was done which would conflict with the masterplan. Mr McCrindle advised that Scottish Enterprise were keen to progress certain projects in support of the masterplan, such as the fish processing project, however he noted that it was important to also link in with Andrew Win and the Council team.

The Board then heard from Rita Stephen, Development Manager, who provided a further update in relation to the Accelerate Aberdeen project, particularly the In Building WiFi and Technology Accelerator projects. Mrs Stephen advised that £580,000 had been transferred from the Connection Vouchers Scheme into the Technology Accelerator project. Aberdeen was further forward with its projects than the 25 other Scottish authorities who were participating. Mrs Stephen advised that the Accelerate Aberdeen project would provide opportunities for quick wins.

CITY CENTRE REGENERATION BOARD

23 April 2014

With reference to article 2 of the minute of the last meeting, Mrs Stephen provided an update on the retail study to the Board on behalf of Dr Bochel. She advised that the study was part of the Local Development Plan (LDP), therefore all items relating to retail would be included as part of the LDP and there would be no separate updates available to the Board as had been requested at the last meeting. Mrs Stephen referred to the Main Issues report, which was the first stage in producing a revised and updated LDP for Aberdeen. The Main Issues report would stimulate debate on the main planning issues facing the Council and suggest possible options for dealing with those. Mrs Stephen mentioned the retail study which had been commissioned by the Strategic Development Planning Authority and had considered the potential for the development of 30,000 to 35,000 square metres of retail space in the city centre by 2022. It was noted that there was no single site large enough in the city centre, and so it would be necessary to explore any opportunities to maximise existing floorspace. Mr McIntosh advised that there were discussions ongoing with major retailers, some of whom were looking to expand from their current locations. Mrs Stephen concluded by advising that officers were currently considering all comments received on the Main Issues report and the proposed LDP would go before Council towards the end of the year, with consultation on the proposed plan beginning in early 2015.

The Board resolved:-

to note the updates.

DATE OF NEXT MEETING

11. The Chairperson referred to the additional meeting date which had been arranged for 3pm on 12 May 2014. Mr Collier noted that it had been suggested so that there was less of a gap between meetings which would mean that no momentum was lost. He suggested that the meeting could be used to hold the second half of the recent away day, and added that he felt the Board would benefit from deeper knowledge of the potential development sites listed in the report on approved planning applications in the city centre (article 9 refers). The Chairperson advised that this would have to be discussed with officers in the Planning team in relation to what could be shared with the Board. Mr McIntosh undertook to discuss the suggestion of a further away day with Sandy Beattie outwith the meeting.

The Board resolved:-

- (i) to note the suggestions for the additional meeting on 12 May 2014; and
- (ii) to note that Mr McIntosh would liaise with Sandy Beattie outwith the meeting in relation to a second away day session.

- COUNCILLOR MARIE BOULTON, Chairperson

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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	14 May 2014
LEAD OFFICER	Chief Executive
TITLE OF REPORT	Polling Places at the Scottish Independence Referendum
REPORT NUMBER	OCE/14/013
CHECKLIST RECEIVED	YES

1. PURPOSE OF REPORT

At its meeting on 5 March 2014, the Council considered a report from the Chief Executive regarding Polling Places at the Scottish Independence Referendum (OCE /14/004).

It was noted within that report that the polling scheme for the Scottish Independence Referendum shows an increase in polling stations at a number of polling places. The report proposed changes to polling places in order to accommodate this increase.

The purpose of this report is to gain the final approval of the Council, following public consultation, for the proposed changes to polling places for the Scottish Independence Referendum.

2. RECOMMENDATION

That the Council agrees the proposed changes to polling places for the Scottish Independence Referendum as outlined.

3. FINANCIAL IMPLICATIONS

None.

4. OTHER IMPLICATIONS

None.

5. BACKGROUND/MAIN ISSUES

The Council considered a report from the Chief Executive on the matter (OCE/14/004) at its meeting on 5 March 2014. The Council i) agreed the recommended changes to polling places as outlined and iii) agreed to proceed to public consultation on the recommendations

Public Consultation

The public consultation was advertised on the Council website, with the Disability Advisory Group and with Dyce and Stoneywood Community Council. Braeside and Mannofield Community Council is not currently established.

The deadline for representations was Friday 4 April 2104. No representations were received and it is therefore proposed that the following changes to polling places for the Scottish Independence Referendum be made.

Polling District	DG0102 (Dyce North)	SS1102 (Mannofield)
Normal Polling Place	Dyce Church Hall	Mannofield Church Centenary Hall
Recommended Change for the Scottish Independence Referendum	Dyce Church – Dr Cox Room	Mannofield Church Hall
Reason for Change	Dyce Church Hall will accommodate 4 polling stations in total for polling districts DG0101 (Kirkhill) and DG0103 (Dyce South). This is the maximum number it can hold. Dyce Church – Dr Cox Room is located close by and across the road from Dyce Church Hall.	Mannofield Church Centenary Hall will accommodate 2 polling stations for polling district SS1103 (Broomhill West). The maximum number it can hold is 3. A further 2 polling stations are required for SS1102. Mannofield Church Centenary Hall and Mannofield Church Hall are part of the same building.

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.

7. MANAGEMENT OF RISK

It is important that the designated polling places are determined in time for the Scottish Independence Referendum and that they are fit for purpose.

8. BACKGROUND PAPERS

Polling Places at the Scottish Independence Referendum, report to Council Meeting of 5 March 2014 (OCE/14/004)

9. REPORT AUTHOR DETAILS

David Gow
Team Manager (Civic Support)
davidgow@aberdeencity.gov.uk
Telephone: 01224 (52)3881

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Proposed Changes to Polling Places for the Scottish Independence Referendum

14th May 2014

Polling District Code	Polling District Name	Polling Place (Proposed changes for the Scottish Independence Referendum are highlighted)	Reason for Change
ABERDEEN NORTH			
DN0104	NEWHILLS	BEACON COMMUNITY CENTRE (Until August 2014) BRIMMOND SCHOOL (From August 2014)	
DN0108	BUCKSBURN	BUCKSBURN PRIMARY SCHOOL (Until June 2014) BEACON COMMUNITY CENTRE (From July 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	SHEDDOCKSLEY BAPTIST CHURCH	
DN0309	DENWOOD	SHEDDOCKSLEY BAPTIST CHURCH	
DN0310	SUMMERHILL CENTRAL	SHEDDOCKSLEY 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	
CN0604	ST MACHAR	POWIS GATEWAY COMMUNITY CENTRE	
CN0605	SEATON SOUTH	ST MARY'S CHURCH KING STREET	
CN0606	PITTODRIE NORTH	PITTODRIE STADIUM	
CN0701	RAEDEN	THE MIDSTOCKET CHURCH CENTRE	
CN0702	MIDSTOCKET	THE MIDSTOCKET CHURCH CENTRE	
CN0703	ASHGROVE	ASHGROVE CHILDREN'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	SHEDDOCKSLEY 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	
SS0906	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	

			Mannofield Church Centenary Hall is the normal Polling Place. Mannofield Church Centenary Hall will accommodate 2 polling stations for polling district SS1103 (Broomhill West). The maximum number it can hold is 3. A further 2 polling stations are required for SS1102. Mannofield Church Centenary Hall and Mannofield Church Hall are part of the same building.
SS1102	MANNOFIELD	MANNOFIELD CHURCH 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 lies within the Aberdeen City Council boundary)			
DG0101	KIRKHILL	DYCE CHURCH HALL	
			Dyce Church Hall is the normal Polling Place. Dyce Church Hall will accommodate 4 polling stations in total for polling districts DG0101 (Kirkhill) and DG0103 (Dyce South). This is the maximum number it can hold. Dyce Church – Dr Cox Room is located close by and across the road from Dyce Church Hall.
DG0102	DYCE NORTH	DYCE CHURCH - DR COX ROOM	
DG0103	DYCE SOUTH	DYCE CHURCH HALL	
DG0105	STONEWOOD	STONEWOOD 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	
DG0205	MIDDLETON	MIDDLETON PARK PRIMARY SCHOOL for the European Parliamentary Elections in May 2014 THE JESMOND CENTRE for the Independence Referendum in September 2014	
DG0206	PARKWAY NORTH	MIDDLETON PARK PRIMARY SCHOOL for the European Parliamentary Elections in May 2014 THE JESMOND CENTRE for the Independence Referendum in September 2014	
DG0207	BALGOWNIE	BRAEHEAD PRIMARY SCHOOL	
DG0208	SILVERBURN	BALGOWNIE COMMUNITY CENTRE	

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	14 th May 2014
LEAD OFFICER	Chief Executive
TITLE OF REPORT	Scottish Independence Referendum – Letter from Secretary of State for Scotland
REPORT NUMBER:	OCE/14/014
CHECKLIST RECEIVED:	Yes

1. PURPOSE OF REPORT

The report brings before the Council the Secretary of State for Scotland's letter responding to the Council's invitation to him to provide a written response to the Scottish Government's White Paper *Scotland's Future*.

2. RECOMMENDATION

That the Council notes the Secretary of State's letter.

3. FINANCIAL IMPLICATIONS

The report has no specific financial implications.

4. OTHER IMPLICATIONS

The policy statement [Aberdeen – the Smarter City](#) (available at www.aberdeencity.gov.uk) agreed by the Council at its meeting on 22nd August 2012 includes the statement:

“We agree that Aberdeen is stronger now and will be stronger in the future – economically, politically and socially – as a partner within the United Kingdom”.

Given this context, the report brings before the Council the Secretary of State for Scotland's response to the Scottish Government's White Paper [Scotland's Future](#) (available at www.scotland.gov.uk) published in advance of the Scottish Independence Referendum to be held on 18th September 2014.

The terms of the motion agreed by the Council at its meeting of 18th December 2013 include an instruction to the Chief Executive to make a

copy of the Secretary of State's response to the White Paper available to the public. In addressing this instruction, the Council will be mindful of the provisions of Section 2 of the Local Government Act 1986 and the prohibition of political publicity. The Council may wish to hear the Head of Legal and Democratic Services on this issue.

5. BACKGROUND/MAIN ISSUES

At its meeting of 18th December 2013 the Council agreed a motion proposed by Councillors Crockett, Boulton and Forsyth in the following terms:

“Council:-

Notes Scotland's future will be determined by a public referendum on 18th September 2014.

Notes the Smarter Aberdeen vision adopted by the 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 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".

Attached as Appendix 1 to the report is a copy of the exchange of correspondence between the Chief Executive and the Rt Hon Alistair Carmichael MP, Secretary of State for Scotland.

It is recommended that the Council notes the Secretary of State's response.

6. IMPACT

As noted above the Council's policy statement includes reference to Aberdeen's position within the United Kingdom.

7. MANAGEMENT OF RISK

The report brings before the Council correspondence with the Scotland Office.

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

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

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SCOTLAND OFFICE
DOVER HOUSE
WHITEHALL
LONDON SW1A 2AU

www.scotlandoffice.gov.uk

ABERDEEN
31 MAR 2014

Valerie Watts
Office of Chief Executive
Aberdeen City Council
2nd Floor
Town House
Broad Street
Aberdeen
AB10 1FY

Our Ref: SO/SG

27 March 2014

Dear Valerie,

Thank you for your letter of 19 December 2013.

Your letter outlined the motion agreed by Aberdeen City Council highlighting your disappointment with the Scottish Government's White Paper. You asked for my response to the White Paper.

Aberdeen is a successful Scottish city and I expect that the Smarter Aberdeen vision adopted by the Council will enhance this success even further. Aberdeen is host to almost 25% of the top 100 companies in Scotland and the unemployment rate stands at just 4.1%.

As you will be aware the UK Government held its regional Cabinet meeting in Aberdeen last week where there was a clear focus on the Oil and Gas sector and a recognition of the contribution this industry makes to both Aberdeen and the broader UK economy. The publication of the Wood Review and our commitment to implement its recommendations sends a strong signal that the UK Government will do all it can, working with the industry and the regulator to maximise production of oil and gas over the coming decades.

Benefits of single UK wide market

Aberdeen, and similar cities across Scotland, are stronger as part of the UK. Aberdeen benefits from being part of the UK's domestic market. Goods, services, capital and people are able to move freely across the UK, assisting both business and consumers.

As part of the UK-wide market, Scotland can pool resources and share risks with England, Wales and Northern Ireland. The UK's broader tax base sustains high and stable public spending in Scotland – consistently 10% higher than the UK average, which equates to £1,200 per person. This public spending has remained consistent in Scotland despite Scottish receipts from North Sea oil and gas fluctuating between 2.4% to 8.3% of Scottish GDP since devolution.

Benefits of UK single shared currency union

Like the rest of the UK, Scotland and Aberdeen benefit from using the UK pound. This is essential for Scotland, as our economy is highly integrated with the rest of the UK. Businesses in Aberdeen can trade freely without transaction costs and individuals can be reassured that our financial services are protected with the Bank of England able to step in as a lender of last resort when required.

In the event of a 'yes' vote, the Chancellor has said that there will not be a formal currency union between the continuing-UK and an independent Scotland. The Chief Secretary and the Shadow Chancellor have supported this position. The Treasury have also made it clear that they would advise the continuing-UK Government against this formal currency union. A Eurozone style currency union would cost jobs, cost money and would not provide economic security for either an independent Scotland or the continuing-UK.

Exploitation of oil and gas resources as part of the UK

Exploitation of the oil and gas resources of the United Kingdom Continental Shelf (UKCS) is a success story for both Scotland and the UK. Aberdeen, specifically, is recognised as a centre of excellence, particularly in subsea oil and gas production, with well in excess of 1,000 companies in Aberdeen City and Aberdeenshire more generally that operate wholly or predominantly in the energy sector. These include a spectrum of companies ranging from exploration and production multinationals to smaller, specialist enterprises that play a supporting role to the sector. These smaller enterprises operate in a variety of fields, such as engineering, consultancy, legal and financial services, human resources, catering and IT.

The Oil & Gas UK Economic Report 2010 set out that 110,000 Scottish jobs were employed directly by oil and gas companies or in the wider supply chain, with another 45,000 in the export of goods and services. Additionally, 41,000 jobs were supported by economic activity induced by employees' spending throughout Scotland

Critical to this success has been the diverse UK fiscal base, an established regulatory structure and an active UK Government working at home and internationally to promote the industry and secure investment. The size and diversity of the UK economy has enabled the UK Government to provide essential support in the form of tax reliefs to the industry, which are vital to ensuring the UKCS (as a mature region) has future competitive appeal and remains a commercially viable destination for investment.

Now, more than ever before, the UKCS, needs certainty both in terms of the fiscal framework and regulatory regime, to help maintain its competitive appeal in what is a truly global business.

Scottish Government White Paper

In the event of independence, the current benefits outlined in this letter would be at risk. The Scottish Government need to provide a response to how these issues would be addressed. Their White Paper was the opportunity to produce answers on this. However, it provided no answers to these big questions. It only provided assertions and uncosted promises.

The White Paper is not the manifesto for independence that the Scottish Government have claimed. In the event of independence Scotland would need to negotiate their future with dozens of countries who would be acting in the interests of their own citizens.

Scotland currently benefits from the best of both worlds. It has devolved powers that allow it to affect the lives of the people of Aberdeen – powers over policing, justice, health, sport, transport and education. You as a Council can decide if the Scottish Government are using those powers effectively.

Scotland analysis programme

In order to inform and support the debate on Scotland's future, the UK Government is undertaking a programme of analysis on how Scotland contributes to and benefits from being part of the United Kingdom. This work is known as the Scotland analysis programme. As part of the programme the UK Government has so far published the following papers:

- ***devolution and the implications of Scottish independence*** – which examined the legal implications of Scottish independence;
- ***currency and monetary union*** – which examined the currency options available to an independent Scotland and the strengths of the current arrangements;
- ***business and microeconomic framework*** – which examined the benefits of the UK's single, domestic market for businesses and employees;
- ***financial services and banking*** – which examined the benefits of the UK's internationally competitive single, domestic financial services and banking market for businesses and households;
- ***macroeconomic and fiscal performance*** – which examined the impact of integration within the UK on UK and Scottish economic performance and fiscal stability;
- ***defence*** – which examined the benefits for both Scotland and the UK of the UK's integrated defence capabilities, the UK's international defence alliances and relationships, and the UK's defence industry;
- ***security*** – which examined the benefits of the UK's strong security union;
- ***science and research*** – which examined the benefits of the UK's integrated science and research sector supporting the flow of knowledge across the UK;
- ***EU and international issues*** – which examined Scotland's place in the world and demonstrates that the UK delivers for Scotland internationally through its unique and historic role in world affairs;

- ***borders and citizenship***– which examined how Scotland benefits from a fully integrated system across the UK to manage the UK's border; and
- ***assessment of a sterling currency union*** - which concluded that, in the event of a vote for Scottish independence, the Treasury would advise the UK Government against entering into a currency union.

These papers are available to read online at www.gov.uk/scotlandanalysis

Further analysis will be published throughout 2014 and will be available on the web address provided above.

I believe that by sharing this analysis and making the people of Aberdeen aware of the true benefits of being part of the UK, they and the rest of Scotland will choose to remain part of a strong, successful United Kingdom.

**Rt Hon ALISTAIR CARMICHAEL MP
SECRETARY OF STATE FOR SCOTLAND**

Your Ref.
Our Ref. VW/CM/EM
Contact Valerie Watts
Email chiefexecutive@aberdeencity.gov.uk
Direct Dial 01224 522500
Direct Fax 01224 644346



ABERDEEN CITY COUNCIL

19 December 2013

Rt Hon Alistair Carmichael MP
Secretary of State for Scotland
Scotland House
Dover House
LONDON
SW1A 2AU

Office of Chief Executive
Aberdeen City Council
2nd Floor
Town House
Broad Street
Aberdeen AB10 1FY

Tel 0845 608 09 10
Minicom 01224 522381
DX 529451, Aberdeen 9
www.aberdeencity.gov.uk

Dear Mr Carmichael

Aberdeen City Council

At its meeting yesterday Aberdeen City Council agreed the following motion proposed by Councillors Crockett, Boulton and Forsyth:-

“Council:-

Notes Scotland's future will be determined by a public referendum on 18 September 2014.

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 uncoded 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.

VALERIE WATTS
CHIEF EXECUTIVE



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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 18 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."

As set out above, I therefore now write to invite you to provide the requested response to the White Paper. Once I have it to hand I will ensure that it is made available to the public of Aberdeen.

Yours sincerely

Valerie Watts
Chief Executive

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	14 May 2014
LEAD OFFICER	Chief Executive
TITLE OF REPORT	Ministerial Visits Protocol
REPORT NUMBER	OCE/14/017
CHECKLIST RECEIVED	Yes

1. PURPOSE OF REPORT

The report brings before the Council the proposed ministerial visits protocol requested by the Council at its meeting on 5th March 2014.

2. RECOMMENDATION

That the Council reviews the content of the ministerial visits protocol and, subject to any agreed changes to it, approves it for immediate introduction.

3. FINANCIAL IMPLICATIONS

The report has no specific financial implications.

4. OTHER IMPLICATIONS

The proposed protocol is relevant to the way the Council pursues partnership working with the UK and Scottish Governments.

5. BACKGROUND/MAIN ISSUES

At its meeting of 5th March 2014 the Council had before it a report by the Chief Executive relating to correspondence with the Head of the Civil Service (OCE/14/005). The Council resolved:-

- i. To note the correspondence received from the Head of the Civil Service;
- ii. To instruct the Chief Executive to write to the Permanent Secretary to the Scottish Government seeking talks aimed at creating a positive working relationship between Aberdeen City Council and the Scottish Government; and

- iii. To instruct the Chief Executive to report to the next Council meeting with a revised protocol for the organisation of ministerial visits to Council properties which reflects the protocols operated for such visits by both the UK and Scottish Governments.

Attached as Appendix 1 to the report is the proposed ministerial visits protocol. The Council is requested to review the content of the protocol and, subject to any agreed changes to it, approve it for immediate introduction.

6. IMPACT

The Council seeks constructive working relationships with the UK and Scottish Governments in order to deliver the Council's policy statement, the Single Outcome Agreement and the business plan. In this context, the aim of the ministerial visits protocol is to provide clarity in the process for arranging and delivering successful and mutually beneficial visits to Council properties.

7. MANAGEMENT OF RISK

Given the high profile nature of ministerial visits, the Council will wish to keep the operation of the protocol under review.

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

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

Ministerial Visits Protocol

Introduction

The people of Aberdeen elect representatives to sit on the City Council, in the Scottish Parliament, the Westminster Parliament and the European Parliament. In turn the people of Aberdeen are served by the City Council, the Scottish Government, the UK Government and the institutions of the European Union.

It is recognised that on occasion ministers from the Scottish Government, ministers from the UK Government and representatives from the European Union may wish to make formal visits to City Council venues, properties or events. In general terms such visits are to be welcomed as an opportunity to review and discuss in the City the impact being made on the people of Aberdeen by the policies and related initiatives being pursued by the various bodies.

In addition such visits provide the opportunity to the Council to highlight best practice and to present direct to decision-makers proposals for how changes in policy might improve the services provided to citizens.

It is recognised that Aberdeen's interests are best served by the various bodies working as closely as possible together to align their aspirations for the City and by wherever possible forging an effective partnership in the delivery of policies designed to produce beneficial outcomes for those who live and work in the City.

Inevitably, notwithstanding the above, there will be occasions when the policies pursued or the priorities articulated within programmes of activity do not align and as a result there will be potential for robust exchanges of view during visits as elected representatives seek to persuade the electorate of the benefits to them of particular strategies and actions designed to tackle issues faced by the City.

It is recognised that such debate is inevitable in a democracy and as such the potential for it will be acknowledged as arrangements for any proposed visit are made.

Protocol

Formal, planned visits to City Council venues, properties or events may arise through suggestions or requests made by the offices of Scottish or UK Government ministers, or of European Union representatives. Alternatively, such visits may be sought by the City Council itself. However the proposal arises, formal, planned visits to City Council venues, properties or events will take place at the invitation of the City Council.

All such invitations will be issued by the Chief Executive on behalf of the Council.

Whether a proposal for a visit emerges through discussion direct with the Office of Chief Executive or through liaison with a Council service, the Chief Executive will seek a recommendation from the appropriate Director in relation to the potential visit and its likely impact on the delivery of service at the Council venue or property in question.

The Office of Chief Executive will liaise with relevant officers within the Council and with relevant officials working on behalf of the visiting minister or representative to establish and agree the purpose(s) of the visit and the details of its location, date and time.

The Office of Chief Executive will liaise with relevant officers to ensure briefing material is produced on the subject matter of the proposed visit highlighting the Council's position.

The Chief Executive will liaise with the Council Leader or his representative in his absence, on the proposed visit and the appropriate Council representation to attend the event. Once the representation is agreed, the Office of Chief Executive will inform the relevant members and officers accordingly.

The Office of Chief Executive will inform all elected members and the Extended Corporate Management Team (ECMT) of a forthcoming visit.

Through the Council's media team, the Office of Chief Executive will liaise with relevant media officers working on behalf of the visiting minister or representative to ensure information on the visit is issued to the media as appropriate. Media releases will be shared in advance of them being issued and wherever possible a joint statement will be agreed for release.

Meetings/Civic Events

For the avoidance of doubt, the above protocol is not intended to be used either in making all necessary arrangements for business meetings between ministers and the Council Leader, the Chief Executive and other City Council representatives or in the issuing of invitations on behalf of the Lord Provost to ministers to attend civic events.

Other visits to the City

When informed that visits are to be made to the City (i.e. not to a City Council venue or property) by Scottish Government ministers, UK Government ministers or representatives of the European Union the Office of Chief Executive will inform all elected members and the ECMT.

Civic Visits

Given the global reach of Aberdeen and the businesses based in the City, it is acknowledged that the Lord Provost regularly hosts visits from representatives of foreign governments. The arrangements for these visits will continue to be made by the Lord Provost's office.

14.5.14

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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	14 May 2014
LEAD OFFICER	Chief Executive
TITLE OF REPORT	Local Policing Plan 2014 – 2017
REPORT NUMBER	OCE/14/015
CHECKLIST RECEIVED	Yes

1. PURPOSE OF REPORT

The report brings before the Council for its interest the draft of the Local Policing Plan for Aberdeen City (2014 – 2017) issued by Police Scotland and referred to the Council by the Social Care, Wellbeing and Safety Committee at its meeting of 25 March 2014.

2. RECOMMENDATION

That the Council reviews the content of the Local Policing Plan for Aberdeen City 2014 – 2017 and subject to any agreed changes resolves to approve it.

3. FINANCIAL IMPLICATIONS

The report has no immediate financial implications for the Council. The financial implications of discharging the Council's responsibilities under the Police and Fire Reform (Scotland) Act 2012 (the Act) are kept under review and reports will be brought to the appropriate Committee as required.

4. OTHER IMPLICATIONS

Under the terms of the Act a local police commander must prepare and submit a local police plan to the relevant local authority for approval. The local commander must involve the local authority in the setting of priorities and objectives for the policing of its area and a local authority may specify policing measures that it wishes the local commander to include in a local policing plan.

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

5. BACKGROUND/MAIN ISSUES

At its meeting on 25th March 2014 the Social Care, Wellbeing and Safety Committee had before it a report by the Chief Executive in relation to the Local Policing Plan for 2014 – 2017 (OCE/14/011). The Committee resolved:-

- i. To defer consideration of the Local Policing Plan for Aberdeen City 2014 – 2017 to enable the Local Police Commander to discuss with the Council, the Scottish Police Authority and the Chief Constable the retention of the Control Room in Aberdeen given the particular challenges Police Scotland have in Aberdeen in respect of anti-social behaviour, housebreaking, national security, protecting people, safer roads, serious and organised crime, violent crime, oil and gas rigs, the protection around the Royal Family and general policing of the city, noting the expertise that would be lost should the Control Room be closed; and
- ii. To refer the Local Policing Plan to the Council on 14 May 2014 for further consideration.

Attached as Appendix 1 is the draft Aberdeen City Local Policing Plan 2014 – 2017 produced by Police Scotland. The document sets out the identified priorities and objectives for the Aberdeen City Division for the coming three years.

6. IMPACT

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

7. MANAGEMENT OF RISK

The report proposes the Council's approval of Police Scotland's Local Policing Plan for Aberdeen City for the coming three years. Through ongoing review of the progress made in delivering the Plan, the opportunity is provided to the Social Care, Wellbeing and Safety Committee both to augment any positives and mitigate any negatives which emerge.

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

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

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**POLICE
SCOTLAND**
Keeping people safe

Aberdeen City

Local Policing Plan 2014-2017



ABERDEEN
CITY COUNCIL

Contents

- 1. Introduction and purpose of plan**
- 2. Foreword**
- 3. Priorities and Objectives**
- 4. How we identified our priorities**
- 5. Local Policing arrangements**
- 6. National Outcomes**
- 7. Performance and Accountability**
- 8. Local Scrutiny and Engagement**
- 9. Equalities**
- 10. Local Contact Details**

Policing Plan for 2014-2017

1. Introduction

This plan sets out the local policing priorities and objectives for the local authority area of Aberdeen City for 2014-2017 and is a statutory requirement of the Police and Fire Reform (Scotland) Act 2012. It is produced as part of a planning process which takes account of the Scottish Government's overarching vision for public services, the Strategic Police Priorities set by Scottish Ministers, the Scottish Police Authorities Strategic Police Plan and the Chief Constable of Scotland's Annual Police Plan.

The Local Policing Plan for Aberdeen City represents a critical part of the delivery process for the service, demonstrating our commitment to local policing within the national planning framework and enabling us to respond effectively to the concerns of local communities as well as meet and tackle nationwide demands. This plan will be supported by 13 Multi Member Ward Level Community Policing Plans which respond directly to local needs and demands.

Aberdeen City is a diverse city perceived as being wealthy and economically buoyant, with a growing population, low unemployment and vibrant economy. Despite this, there are sharp differences between affluent and deprived areas of the city. Many of the city's regeneration areas feature heavily in the Scottish Index of Multiple Social Deprivation, and it is no surprise that these areas are the ones that contain the most significant health inequalities and wider social problems.

This plan sets out the key strategic priorities for policing the City of Aberdeen. These have been set by taking account of a range of information sources and reflect nationally set priorities and crime analysis, but more critically by consulting with local communities and partner agencies so that these priorities are focused on policing local communities across Aberdeen.

I acknowledge that it is only by working together with you, the people of Aberdeen, that we can truly make a difference. Partnership working is key to delivering on the Single Outcome Agreement and Aberdeen Cities 20/20 vision and we will continue to develop our work with the extensive network of agencies and organisations across all sectors of the economy. We will continue to look across Scotland for examples of best practice which will enhance the way in which we deliver our service.

The City of Aberdeen has never been safer. Violent crime and antisocial behaviour have been consistently reduced in recent years and the city regularly features highly in employers' global quality of life surveys. It is our commitment, working closely with partners and the communities themselves, to ensure that Aberdeen continues to be one of the safest and most welcoming cities in the country.

2. Foreword by:

Chief Constable Stephen House

The first year of Police Scotland has seen significant change in many aspects of the organisation, however, the delivery of locally-focused operational policing remains the bedrock of this service. I remain strongly committed to the principle that community-based policing, which responds to local need and demand, is crucial to delivering services that keep people safe and maintain public confidence.

One of the ways in which we can visibly demonstrate this commitment to local policing is by listening to communities and asking them to help shape our priorities. We have consulted widely across the council area with local people and other organisations to help identify our priorities. By combining the information we received through this consultation process with analysis of crime and other performance data we have established the priorities and objectives that are set out in this plan.

In developing this plan the Local Policing Team, led by the Local Commander, has worked closely with public, private and third sector organisations as well as directly with communities, because we recognise that partnership working is critical to making our communities safer. Importantly, this approach has also ensured that our planning process is aligned to the broader vision set out in the Community Plan and supports the Single Outcome Agreement. This plan is therefore a commitment to working across agencies to deliver better outcomes for communities as well as setting out how policing will be delivered in this area.

I am pleased to say that we have achieved much in the first year of Police Scotland to tackle crime and prevent harm - reducing the number of people who have been the victims of violence and the number killed and injured on our roads as well as addressing other crucial priorities for communities. This plan sets out an agenda to build on that success by tackling the issues that will improve the safety and wellbeing of communities across this local authority area.

Vic Emery, Chair of the Scottish Police Authority

I passionately believe that the establishment of Police Scotland and the SPA has created significant opportunities to strengthen the effectiveness of policing. We want you the public to have a real say on local priorities and for policing to listen to that public voice. This plan is where that comes together. It sets out what your local priorities are – identified from what local people are saying is most important to them, and underpinned by local evidence and intelligence gathered by policing in this area.

We want you to be able to question, and judge, how well the police are performing against those priorities. So we will expect your local commander to report publicly and regularly on how they are achieving the priorities set in this plan, so you and your community can assess for yourselves how policing is working for you.

We want residents to be able to see how money invested in policing is being used and what results it brings, and to understand better how national and local policing decisions are made and why.

Scotland is a country with reducing levels of crime, and a strong bond of trust between the Police service and the Scottish public. Local partnerships, a focus on prevention and collaboration, and genuine accountability at both local and national level underpin that bond.

Working together to turn this plan into results, as professionals and members of the public, is about making this part of Scotland a place of greater safety – and a greater place to live.

Councillor Len Ironside CBE, Convenor of the Social Care, Wellbeing and Safety Committee, Aberdeen City Council

To follow

3. Priorities and Objectives

Priority - Antisocial Behaviour

Antisocial behaviour is the umbrella to a wide range of crimes and offences including youth annoyance, street drinking, public urinating, antisocial driving and vandalism, and is prevalent to varying degrees across the city. From the sobriety figures of those apprehended by the police in relation to crimes involving antisocial behaviour, alcohol can often be a contributing or exacerbating factor and this sort of disorder or annoyance can also sometimes be a precursor to more serious crime types. Like crimes of violence it is reported most frequently within the city centre as well as within Aberdeen's regeneration areas where a higher level of social deprivation tends to be present.

There is a clear correlation between excessive alcohol consumption and instances of disorder and analysis of problem premises and persistent offenders enables us to proactively target disorder 'hot spots'.

We are committed to reducing the number of people affected by antisocial behaviour and will continue to work closely with partner agencies to exploit all opportunities to prevent crime, manage offenders through our pioneering youth justice strategy and support victims through collaborative joint working. We will rigorously pursue the application and enforcement of Antisocial Behaviour Orders (ASBO), sharing relevant information with partners to assist in early eviction of problem tenants.

There has been a reduction in antisocial behaviour in recent years and we will continue to use intelligence analysis to proactively target and manage perpetrators of violence, disorder and antisocial behaviour, not only in the city centre, but throughout our communities, to ensure a better quality of life for all.

Focused activity through our successful 'Maple'¹ and 'Oak'² Strategies, with the addition of work under the 'Trinity'³ Strategy, has seen overall reductions in all instances of antisocial behaviour throughout our communities. Throughout the forthcoming year we will continue to deliver these overarching strategies.

Objectives:

- Reduce the number of incidents of antisocial behaviour reported by members of the public
- Decrease the number of complaints regarding youth disorder
- Decrease instances of vandalism

Our officers are dedicated to tackling all levels of antisocial behaviour, which are significant causes of concern for our communities as highlighted within our Community Policing Plans.

¹ Maple – A multi-agency approach to tackle antisocial behaviour, alcohol related crime and violence.

² Oak – A long-term multi-agency strategy to tackle city centre crime and violence.

³ Trinity – A strategy to combat the antisocial use of motorcycles.

Priority - Housebreaking

Whilst there has been an overall reduction in all types of acquisitive crime throughout Aberdeen city over the past five years, it is acknowledged that Aberdeen continues to record a higher than average rate of crimes of dishonesty per head of population. Whilst there is a general longer term decrease in all forms of dishonesties, there has been a rise in all forms of housebreaking during 2013/14 and consultation indicates that this intrusive crime is a concern to communities.

Housebreaking refers to all crimes where property is stolen or attempted to be stolen from a secured home, business or outbuilding including sheds and garages and it affects, to varying degrees, all our communities and demographics. Crime analysis indicates a direct correlation between housebreaking and the theft of or from vehicles and that generally these crimes are opportunistic.

Evidence derived from custody debriefing and sources of information from partner agencies, generally shows a link with substance misuse, employability and the associated chaotic lifestyle. It is likely that the recent prolonged period of economic austerity and the changes to welfare reform has resulted in an increase in housebreaking. Consequently, all community planning partners understand the requirement to focus activity on tackling the issue with evidence-led policies advocating proactive, early intervention with a focus upon repeat victimisation and crime prevention.

We have established dedicated units focusing upon housebreaking and are working with criminal justice partners to ensure that our investigations are supported with bail conditions, curfews and other forms of interventions to reduce offending and influence behaviour.

To effectively deal with this priority we will continue to undertake intelligence gathering, conduct crime pattern analysis and deploy targeted police patrols. In addition, we will endeavour to heighten public awareness of the situation to achieve a reduction in the risk of them becoming a victim of this type of crime.

Objectives:

- Reduce the level of all forms of housebreaking
- Increase the detection rate for all forms of housebreaking

We will focus our policing activity on detection opportunities, using our resources intelligently, collaborating with partners to reduce the opportunity for housebreaking and to effectively targeting those involved in this intrusive crime.

Priority - National Security

Aberdeen City has several sites of critical national infrastructure, many of which are connected to the energy sector. The close proximity to the oil and gas fields of the North sea have resulted in Global Headquarters buildings, control rooms and key network points being located in Aberdeen. In addition, the city has a busy seaport, International Airport and a large number of high profile visitors including The Royal Family. The city also has large and diverse University population.

'Keeping People Safe' clearly includes protection from the threat of terrorism and we are committed to the aims and objectives of the United Kingdom Counter Terrorism Strategy (CONTEST).

CONTEST comprises of the 4 'P's;

- Protect - strengthening our borders, infrastructure, buildings and public spaces from an attack;
- Prepare - where an attack cannot be stopped, to reduce its impact by ensuring we can respond effectively;
- Pursue - to disrupt or stop terrorist attacks;
- Prevent - to stop people becoming terrorists or supporting terrorism.

In line with the aims of the 4 'P's we have delivered inputs to the public, private and third sectors to assist in strengthening their protection against a terrorist incident and mitigating the impact should such an attack take place. We have also created a National Security Action Plan, and a Divisional CONTEST Multi-Agency Group which focuses National Security as a priority business issue for each Organisation across the four strands of 'CONTEST'. The Objective of the Group is to develop and co-ordinate a multi-agency response by reducing the threat posed by violent extremism and terrorism at a local strategic level.

The importance of community resilience in the fight against the threat of terrorism and violent extremism is crucial, and it is recognised that this can only be fully achieved with the support and co-operation of our communities. We will therefore maintain our focus on the themes contained within the CONTEST Strategy, with our partners and those in our communities, to maintain our resilience and reduce the risk from domestic and international terrorism.

Objectives:

- Increase community engagement and intelligence in support of the CONTEST Strategy
- Deliver training and briefings to organisations, community groups and partner agencies in support of the 4 'P's.
- Co-ordinate the work within the Divisional Action Plan through the Divisional CONTEST Multi-Agency Group.

The overarching desire of the strategy is to reduce the risk we face from terrorism so that people can go about their lives freely and with confidence.

Priority - Protecting People

Protecting people is a key priority and we are committed to keeping people free from physical, sexual or emotional harm, irrespective of their age or social background. Addressing vulnerability and preventing harm are therefore core business for the police and community planning partners. It applies not just to adults who may be unable to safeguard their own well-being, property, rights or financial affairs through disability, illness, physical or mental infirmity, but equally also to children for whom the management of concerns is one of the Scottish Government's five strands of work for implementing the Getting It Right For Every Child (GIRFEC) approach.

Domestic abuse is an insidious issue often hidden from the focus of agencies that can provide support. Our priority is to robustly tackle domestic abuse by managing the risk of harm posed by dangerous offenders, while protecting and supporting victims and their families.

Tackling rape and other serious sexual offences is of utmost importance. We will continue to deliver a victim-centred approach whilst managing offenders to reduce the risk of harm through early and effective intervention together with the timely and appropriate sharing of information. In addition, dedicated officers will continue to proactively manage Registered Sex Offenders residing within Aberdeen. Acknowledging the importance of this workstream, dedicated Rape and Domestic Abuse Investigation Teams will feature as mainstream units within Aberdeen City Division.

Aberdeen, as the third largest city in Scotland is not immune from the presence of the sex industry. However, it is recognised that women involved in this lifestyle are often not there by choice. They are likely to have chaotic lives and are often drug dependent. Along with our partner agencies and through the Begonia⁴ Strategy we are working on a dual approach to both divert these vulnerable women into rehabilitation programmes and also to proactively target those who seek their services.

Objectives:

- Deliver and embed GIRFEC into the practices of Officers and Staff across Aberdeen City Division.
- Enhance child protection by ensuring police attend partner agency Child Protection hearings
- Work together with partners to protect adults at risk as effectively as possible
- Increase detection rates for crimes of domestic abuse and sexual offences

The focus of police activity will be to ensure that the most vulnerable people in our communities are protected and feel safe. This will be achieved by identifying victims of crime and ensuring support mechanisms are in place for them.

⁴ Begonia – A strategy to combat Street Prostitution.

Priority - Safer Roads

Road safety and road crime is a key priority and we will pursue all opportunities within Aberdeen City to positively influence driver behaviour in an effort to reduce road collision casualties and deny criminals the use of our road network. Our priority aligns to Scotland's Road Safety Framework to 2020 - Go Safe on Scotland's Roads it's Everyone's Responsibility - which articulates the desire of “A steady reduction in the numbers of those killed and those seriously injured, with the ultimate vision of a future where no-one is killed on Scotland's roads, and the injury rate is much reduced.” The multiagency Operation Whitebeam strategy has been locally devised together with partners to ensure that all opportunities are being exploited to reduce casualties. Police and Roads Safety partners meet regularly in support of the Single Outcome agreement objective.

In recent years, several targeted operations and problem based partner activities, focusing predominantly on vehicle users, has realised an overall reduction in fatal and serious injury collisions. In contrast, there has been an increase in pedal cyclist collisions, linked to prevalence of commuting cyclists, and child pedestrian casualties generally associated with urban areas. We now have a dedicated Roads Policing Unit with enforcement activity linked to schools, residential streets and areas of community concern with a strong emphasis on prevention and education.

Thefts of vehicles by young drivers who steal keys to vehicles have been rising within Aberdeen. This behaviour creates potential for harm to our communities and we will continue to proactively target this high risk behaviour through intelligence gathering and directed enforcement activity against those involved.

Enhancing the quality of the current road network through capital projects such as the Western Peripheral Route and the developments outlined in the Aberdeen Local Development Plan, will create both challenges and opportunities in how the roads network is engineered and we will ensure, together with partners, that Safer Roads are at the forefront of all these enhancements.

Objectives:

- Increase the number of person reported for motoring offences
- Decrease the number of person killed or seriously injured on our roads

We will continue to work with partner agencies to ensure people using our roads are kept safe through adopting an intelligence led approach to the reduction of road casualties by targeting speeding motorists, uninsured and disqualified drivers, drink and / or drug driving, those not wearing a seatbelt and individuals who use mobile phones while driving.

Priority - Serious and Organised Crime

Our priority is to keep people safe by reducing the risk of harm posed by Serious Organised Criminal Groups (SOCGs).

The vibrant Aberdeen economy is seen as a lucrative market for criminals profiting from the distribution of drugs. These groups often originate from major English cities and are facilitated in Aberdeen by the use of local and travelling 'couriers', targeting the young and vulnerable members of our communities. Local consultation confirms that the sale and supply of drugs on a local level severely impacts upon the quality of life of individuals and throughout communities. We will continue to focus policing resources and those of our partners through our 'Maple' strategy on identifying and targeting those criminals who supply drugs and support organised criminals. We will continue to work in partnership to reduce harm, identify antisocial behaviour and prevent access to illegal substances.

In line with the Scottish Governments 'Letting Our Communities Flourish - A Strategy for Tackling Serious Organised Crime in Scotland' we aim to embrace all opportunities for focused intelligence gathering and continued collaborative working with communities, public and private sector bodies and key partner agencies, to give serious organised criminals no place to hide. This strategy focuses upon the 4 key elements known as the 4 D's:

- Divert individuals (particularly young people) from engaging in or using the products of Serious Organised Crime;
- Disrupt the activities of Serious Organised Crime groups;
- Deter Serious Organised Crime by implementing measures to protect communities, businesses and the public sector;
- Detect; to give Serious Organised Criminals no place to hide by boosting capacity, improving coordination and detecting offenders;

Police in Aberdeen have access to a variety of resources, skills and experience from across Scotland to tackle Organised Crime. Locally we have established a dedicated team who are targeting those whose activities blight our communities and we are supported nationally to ensure that our interventions are effective and impactful.

Objectives:

- Increase the use of the Proceeds of Crime legislation to deprive serious organised crime groups of assets
- Increase the detection for the supply of drugs

We will maintain the drive to actively decrease the impact of SOCGs on our communities through targeted enforcement and disruption of their criminal activities.

Priority - Violent Crime

Violent crime affects all our communities but tends to be prevalent in city centres and areas of urban and social deprivation. Aberdeen is no exception in this regard. Although levels of these crimes have reduced in recent years, we continue to recognise this as a priority; tackling violence in all its forms whether it be in a domestic or public setting.

The excessive consumption of alcohol can often increase the likelihood of both perpetrating and being a victim of a violent crime. Misuse of alcohol is an obvious 'golden thread' throughout most of the 16 National Outcomes within the Single Outcome Agreement, and also features as a necessary priority within both the Community Planning Aberdeen and Community Safety Partnership Strategic Assessments.

Our continuing commitment to delivering tangible outcomes through our well established multi-agency Oak and Maple strategies are key to success in this area. These strategies focus on the problems caused by alcohol and drugs across all communities and tackle violence and disorder through a policy of early intervention and joint work alongside partners. Together, they allow us to deal with these issues throughout the city.

We remain committed to tackling Robberies within the city. Proactive stop and search activity to tackle possession of knives and other weapons supports this approach.

In conjunction with the Single Outcome Agreement and Community Planning partners we have increased our focus upon those who commit Domestic Abuse, supporting and encouraging victims whilst targeting offenders who persistently engage in a crime type which is traditionally difficult to detect. Through proactive policing, supportive partnership interventions and supervisory investigative review we ensure that all investigative opportunities are rigorously pursued in an effort to bring the offenders to justice.

Early intervention work has been carried out in conjunction with partner agencies in relation to those in custody for violent offences to offer them support in respect of alcohol or drug consumption.

Objectives:

- Decrease the number of assaults
- Increase the detection rate for crimes of violence
- Decrease the number of robberies

We will use intelligence-led methods and systems to proactively target and manage perpetrators of violence across the city. In this way our efforts, and those of our partners, will together make Aberdeen a safer, welcoming and more prosperous city for all who live, work, visit or socialise here.

4. How we identified our Priorities and Objectives

The Scottish Policing Assessment sets out the priorities for the Police Service of Scotland to the year 2015. It is a key document for the police in the continuous process of meeting future challenges and ensuring that the service the police provide to the communities of Scotland is of a high standard.

The assessment draws on information and intelligence provided by all the Scottish Divisions and law enforcement agencies as well as information from key partner agencies including the Scottish Government, local authorities and the public. It is through this assessment that risk in relation to crime and disorder is prioritised.

Community Planning Aberdeen has recently developed a Strategic Assessment providing agreed city-wide priorities which are clearly outcome focused and very much in line with the national review of Community Planning and the Single Outcome Agreement.

The priorities identified in this plan have been identified through further analysis of local crime trends and information. The desire of key service providers detailed in the Aberdeen City Community Safety Partnership Strategic Assessment 2013 -16, has also been integral to the identification of the city's priorities, through partnership analysis, risk assessment and a shared vision of better outcomes for all.

Since 2010, we have adopted a Local Policing model across the Aberdeen area consulting listening and responding to feedback from communities across the city. We have developed our policing plan based on the ongoing consultation processes with community councils, key individual networks, elected officials and communities. This programme of engagement and consultation have made the critical contribution to identifying issues for local communities and these have been translated into the key policing priorities for Aberdeen City.

All of our work is underpinned by our commitment to equality and diversity, in our dealings with the public we serve as well as our own staff.

We recognise that effective and fair policing is about reflecting the needs and expectations of individuals and local communities. Survey results show that different communities have differing expectations and contrasting experiences of the service provided by the police. Our aim is to ensure that our service to all is fair and consistent, keeping those who are most vulnerable safe and enhancing their quality of life.

5. Local Policing Arrangements

Our mission is to 'Keep People Safe'. We aim to deliver policing that is visible accessible and responsive to the needs of the communities across the city.

Aberdeen City Division services the major population areas and business and commercial environs of the city of Aberdeen. We also have responsibility for the operational policing of the North Sea energy sector, with 25,000 workers offshore at any given time, a vibrant city centre economy, a wide variety of international conferences and events including football and rugby as well as areas of the city which suffer from multiple levels of deprivation.

Local Policing is at the heart of our service delivery. Listening and responding to the changing needs of our communities is key and in response to this the 14 local Community Policing Teams are focused upon community issues. They are empowered and encouraged to work with partners to resolve local challenges and respond to incidents.

We continually strive to improve the accessibility of our services, either directly to the customer or through improved working practices with the public and partners to achieve solutions to issues identified through our consultation with communities. A multi-agency 'Safer and Stronger Aberdeen' Hub seeks to signpost those families that are assessed as benefiting from additional support and intervention. The hub has a focus on Community Safety issues, with the emphasis being squarely on reducing re-offending and enhancing community safety through tackling the identified priorities within the Community Safety Partnership's Strategic Assessment.

Individual multi member ward community policing plans are available at www.scotland.police.uk

6. Local Contribution to National Outcomes and National Policing Priorities

The Scottish Government has 16 National Outcomes which demonstrate a commitment to improving all aspects of life within Scotland. Progress on achieving these outcomes is reported on annually by each Community Planning Partnership within Scotland.

Policing in Aberdeen City can make a significant contribution to improving these outcomes by contributing to the Community Planning arrangements across the City

The priorities in this plan will be reflected in the Single Outcome Agreement for Aberdeen City which will also include a range of indicators and targets focused on delivering improved services.

Scottish Ministers have also established Strategic Policing Priorities and these reflect the contribution that policing can make to achieve the National Outcomes.

Our local priorities align to the Strategic Policing Priorities and the Government's National Outcomes as follows:

Aberdeen City Division Priorities	Strategic Policing Priorities	SOA National Outcomes
Antisocial Behaviour	Priority 1, 2, 4	Outcomes 5, 7, 8, 9, 11
Housebreaking	Priority 1, 2, 4	Outcomes 1, 9, 10, 11
National Security	Priority 1, 2, 3, 4	Outcomes 4, 5, 6, 9, 10, 11, 12, 15
Protecting People	Priority 1, 2, 3, 4	Outcomes 5, 6, 7, 8, 9, 11, 13, 15, 16
Safer Roads	Priority 1, 2, 4	Outcomes 9, 11, 16
Serious and Organised Crime	Priority 1, 2, 3, 4	Outcomes 5, 7, 8, 9, 11, 13, 16
Violent Crime	Priority 1, 2, 4	Outcomes 9, 11, 13

Further information on National Outcomes and Strategic Policing Priorities can be accessed at <http://www.scotland.gov.uk>

7. Performance and Accountability

To support this plan, Police Scotland have developed a national performance framework which allows the service to measure progress, monitor activity, identify key areas where resources need to be focused and demonstrate how successful we are in meeting our key priorities and objectives as set out in this plan

We are committed to publishing our performance information and will use this as the foundation for reporting to Aberdeen City Council and local communities. This information is available upon request or at www.aberdeencity.gov.uk

In addition to the Local Policing Plan for Aberdeen City, each multi member ward will have an individual Community Policing Plan which will address the priorities specific to that area and is aligned to this plan. These plans will be delivered by having identifiable officers located in each geographic community, continuing engagement with the communities, and adopting a shared partnership problem-solving approach to dealing with issues

8. Local Scrutiny and Engagement

The Police and Fire Reform (Scotland) Act 2012, includes a framework for local scrutiny and engagement arrangements between local authorities and the police service.

In Aberdeen City, local scrutiny and engagement will ensure that the locally set objectives will deliver the statutory purposes of improving the safety and wellbeing of our communities. It will ensure that local priorities are understood and that community concerns are reflected. It will promote joint working to secure better outcomes and best value and will provide strategic leadership in order to influence service delivery and support continuous improvement by providing constructive challenge.

Local Policing will be overseen by members of the Social Care, Wellbeing and Safety Committee of Aberdeen City Council. This committee consists of 15 Elected Members from across the city. The council commenced shadow scrutiny arrangements from November 2012, as part of the Scottish Government Pathfinder Strategy and will monitor and provide feedback to the Local Policing Commander and their team with regard to:

- The committees views on any matter concerning or connected to the policing of its area and
- Any recommendations for the improvement of the policing in its area that it thinks fit.

Our long standing Local Policing strategy means that we will undertake to regularly attend Community Councils and other community meetings holding surgeries and other events to ensure that the views of the local communities are considered in the way in which we police Aberdeen City. The commander and his team variously attend, chair and actively contribute in a number of partnership arrangements and make contributions towards achieving the wider vision for the city.

9. Equalities

To follow

10. Local Contact Details:

Aberdeen City Division
Queen Street
ABERDEEN
AB10 1ZA

Telephone Number: 101

For more detailed information about this plan and other services that Police Scotland provides, please refer to the Force website at:

www.scotland.police.uk

We are here to help:

We will continue to keep in touch with you to keep you updated on the ongoing work being done to tackle the issues that are affecting life for you and your community.

- Dial 999 for an emergency that requires urgent police attention.
- For non-emergency contact, call 101, the single non-emergency number.
- If you have information about crime in your area and wish to provide it anonymously, call CRIMESTOPPERS on 0800 555 111.
- Service users who are deaf or have a hearing impairment can contact Police Scotland via TextRelay in an emergency on 18000 or non-emergency on 18001 101.

We respect your right to confidentiality and will not visit you without checking first.

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	14 May 2014
LEAD OFFICER	Chief Executive
TITLE OF REPORT	Local Fire and Rescue Plan 2014 - 2017
REPORT NUMBER	OCE/14/016
CHECKLIST RECEIVED	Yes

1. PURPOSE OF REPORT

The report brings before the Council for its interest the final draft of the Local Fire and Rescue Plan for Aberdeen City 2014 – 2017 issued by the Scottish Fire and Rescue Service and referred to the Council by the Social Care, Wellbeing and Safety Committee at its meeting of 25th March 2014.

2. RECOMMENDATION

That the Council reviews the content of the Aberdeen City Local Fire and Rescue Plan 2014 – 2017 and subject to any agreed changes resolves to approve it.

3. FINANCIAL IMPLICATIONS

The report has no immediate financial implications for the Council. The financial implications of discharging the Council's responsibilities under the Police and Fire Reform (Scotland) Act 2012 (the Act) are kept under review and reports will be brought to the appropriate Committee as required.

4. OTHER IMPLICATIONS

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

5. BACKGROUND/MAIN ISSUES

At its meeting on 25th March 2014 the Social Care, Wellbeing and Safety Committee had before it a report by the Chief Executive in

relation to the Local Fire and Rescue Plan 2014 – 2017 (OCE/14/009).
The Committee resolved:-

- i. To defer consideration of the Aberdeen City Local Fire and Rescue Plan 2014 – 2017 to enable the Local Senior Officer to discuss with the Council, the Scottish Fire and Rescue Service and the Chief Officer the retention of the Control Room in Aberdeen given the statutory duty placed upon the Scottish Fire and Rescue Service to reduce the risks to our communities, to make certain they receive the best possible service, including reduction of accidental dwelling fires, reduction in fire casualties and fatalities, reduction of deliberate fire setting and general fire safety promotion throughout the City, noting the expertise that would be lost should the Control Room be closed; and
- ii. To refer the Aberdeen City Local Fire and Rescue Plan to Council on 14 May 2014 for further consideration.

The purpose of this report is to present to the Council for its approval the Scottish Fire and Rescue Service (SFRS) Aberdeen City Local Fire and Rescue Plan 2014 – 2017 (attached as Appendix 1).

The Aberdeen City Local Fire and Rescue Plan 2014 – 2017 is a 3 year plan and details local priorities, actions and outcomes for the Aberdeen City area.

The plan is underpinned by and delivered through an internal Annual Action Plan with a regular outcome-based performance report being presented to the Social Care, Wellbeing and Safety Committee for scrutiny.

The Council will be aware that the Act places a duty on the SFRS to prepare a local fire and rescue plan for the local authority area:

- The SFRS must prepare a local fire and rescue plan for each local authority area.
- The SFRS must submit a local fire and rescue plan for approval to the local authority for the area to which the plan relates.
- The SFRS must give to a local authority such information or reports relating to the carrying out of the Service's functions in the local authority's area as the authority may reasonably request.
- The Local Senior Officer for each local authority area for the purpose of carrying out on behalf of the Service delegated functions including:

1. the preparation and review of the local fire and rescue plan
2. the provision of information to the local authority
3. the receiving of feedback from the local authority
4. The SFRS's functions relating to its duty to participate in Community Planning.

The local authority may monitor and provide feedback to the SFRS on the manner in which the Service carries out its functions in the authority's area.

Consultation

A robust local consultation and engagement process was undertaken by the Local Senior Officer involving key internal and external stakeholders on the development, publication and communication of the draft Aberdeen City Local Fire and Rescue Plan for 2014-17.

A separate report was provided to the Social Care, Wellbeing and Safety Committee outlining more detailed information on the outcome from this consultation.

The consultation process commenced in December 2013 and closed on 14th February 2014.

6. IMPACT

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

The subject matter of the report will be of interest to the public

7. MANAGEMENT OF RISK

The report proposes the Council's approval of the Scottish Fire and Rescue Service's Local Fire and Rescue Plan for Aberdeen City for the coming three years. Through ongoing review of the progress made in delivering the Plan, the opportunity is provided to the Social Care, Wellbeing and Safety Committee both to augment any positives and mitigate any negatives which emerge.

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

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

01224 522293



SCOTTISH
FIRE AND RESCUE SERVICE
Working together for a safer Scotland

LOCAL FIRE AND RESCUE PLAN FOR ABERDEEN CITY

2014-2017



**Working together
for a safer Scotland**



Contents

Foreword	1
Introduction	3
Strategic Assessment	4
Local Operational Assessment	6
Aberdeen City Risk Profile	7
Priorities, Actions and Outcomes	
1. Local Risk Management and Preparedness	9
2. Reduction of Accidental Dwelling Fires	10
3. Reduction in Fire Casualties and Fatalities	11
4. Reduction of Deliberate Fire Setting	12
5. Reduction of Fires in Non Domestic Property	13
6. Reduction of Unwanted Fire Alarm Signals	14
Achieving Local Outcomes	15
Review	16
Contact Us	16
Glossary of Terms	17

Foreword

Welcome to the Scottish Fire & Rescue Services (SFRS) Local Fire and Rescue Plan for the city of Aberdeen. This plan takes forward the SFRS's strategic vision, as defined within the SFRS Strategic Plan 2013-16 and that of Aberdeen City's Single Outcome Agreement (SOA) of a "Team Aberdeen" approach to delivering improved outcomes for Aberdeen and its communities.

The Aberdeen City Local Fire and Rescue Plan sets out the local priorities, actions and outcomes for the SFRS to deliver within Aberdeen for the period 2014- 2017.

One of the key aims of The Fire (Scotland) Act 2005 as amended by The Police and Fire Reform (Scotland) Act 2012 is to strengthen the connection between the SFRS and local communities by new formal relationships thus providing greater opportunities for locally elected members to become involved and allowing improved integration with community planning partnerships.

Partnership and engagement are central to this relationship, as is local democratic scrutiny and as such the Aberdeen City Local Fire and Rescue Plan is approved and scrutinised via the Council's committee and governance structure. The main purpose of the Scottish Fire and Rescue Service is to work in partnership with communities and with others in the public, private and third sectors on prevention, protection and response in order to improve the safety and wellbeing of people throughout Scotland.

Local multi-agency partnerships in Aberdeen have made progress in achieving improved outcomes and the introduction of a single fire and rescue service provides enhanced opportunities to contribute further in shifting from reactive emergency response to the positive outcomes of prevention and protection.

1	<i>Dyce/Bucksburn/Danestone</i>
2	<i>Bridge of Don</i>
3	<i>Kingswells/Sheddocksley/Summerhill</i>
4	<i>Northfield/Mastrick</i>
5	<i>Hilton/Stockethill</i>
6	<i>Tillydrone/Seaton/Old Aberdeen</i>
7	<i>Midstocket/Rosemount</i>
8	<i>George Street/Harbour</i>
9	<i>Lower Deeside</i>
10	<i>Hazlehead/Ashley/Queens Cross</i>
11	<i>Mannofield/Broomhill/Garthdee</i>
12	<i>Torry/Ferryhill</i>
13	<i>Kincorth/Loirston</i>



A key aim is for us to continue to work together with communities and target our resources to deliver where the need is greatest. We will invest in preventing the problems of the future through a strong commitment to early intervention with a clear focus on "Place and People".

Developed in alignment with the Aberdeen Community Planning SOA, the Aberdeen City Local Fire and Rescue Plan sets out local solutions to local issues, linking to our national performance management framework and demonstrating how we contribute to national priorities and key performance targets.

The SFRS will continue to use data analysis techniques to identify risk and to ensure resources are allocated to the point of need within our communities. While considering the strategic priorities of the SFRS we will develop local action plans to mitigate risk and ensure equitable access to Fire and Rescue resources.

Through our on-going involvement with local community safety groups in Aberdeen we will continue to develop our understanding of local needs and proactively seek out consultation opportunities with all sections of the community. Using this approach we will ensure that the service we deliver is driven by consultation, in line with public expectations and helps to build strong, safe and resilient communities.

Duncan Smith
Local Senior Officer

Introduction

The Scottish Government provides an overarching vision for public services that focuses on the creation of a more successful country, with opportunities for all through a sustainable increase in economic growth.

This direction is supported by Strategic Objectives to make Scotland a wealthier & fairer, safer & stronger, smarter, healthier and greener place. Through a concordat between the Scottish Government and the Convention for Scottish Local Authorities (COSLA), these Strategic Objectives have been expanded into local Single Outcome Agreements which include indicators and targets that provide the framework for how Local Authorities and their Community Planning partners such as the SFRS will deliver services.

The Fire (Scotland) Act 2005 as amended by The Police and Fire Reform (Scotland) Act 2012 provides the statutory basis for the SFRS to deliver a range of core services and functions that means while the service is ready to respond to fire and other emergencies, it also maintains a strong focus on prevention and protection arrangements to ensure the safety of our communities.

The associated Fire and Rescue Framework for Scotland 2013 sets the overarching strategic direction for the SFRS in the delivery of its services to the communities of Aberdeen City.

The Police and Fire Reform (Scotland) Act 2012 requires local plans to contain:

- *Priorities and objectives for SFRS in connection with the carrying out duties in the local authority's area of SFRS's functions,*
- *The reasons for selecting each of those priorities and objectives,*
- *How SFRS proposes to deliver those priorities and objectives,*
- *In so far as is reasonably practicable, outcomes by reference to which delivery of those priorities and objectives can be measured,*
- *How those priorities and objectives are expected to contribute to the delivery of any other relevant local outcomes which are identified by community planning,*
- *Such other matters relating to the carrying out of SFRS's functions in the local authority's area as SFRS thinks fit.*

Strategic Assessment

A strategic assessment for the SFRS's activities in Scotland established the type, frequency and impact of incidents that we attend. With this assessment in place the Local Senior Officer for Aberdeen City can effectively identify key priority areas for the SFRS to target its resources at a local level.

National Assessment

The Scottish Government within their National Performance Framework have identified 16 National Outcomes they wish to achieve. Through delivery of this Local Plan the SFRS in particular will contribute to the following Outcomes:

- **National Outcome 1:** We live in a Scotland that is the most attractive place for doing business in Europe.
- **National Outcome 4:** Our young people are successful learners, confident individuals, effective contributors and responsible citizens.
- **National Outcome 6:** We live longer healthier lives.
- **National Outcome 8:** We have improved the life chances for children, young people and families at risk.
- **National Outcome 9:** We live our lives safe from crime disorder and danger.
- **National Outcome 11:** We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others.
- **National Outcome 12:** We value and enjoy our built and natural environment and protect it and enhance it for future generations.
- **National Outcome 15:** Our people are able to maintain their independence as they get older and are able to access appropriate support when they need it.

The priorities for the SFRS have been laid out in the Fire and Rescue Framework for Scotland 2013 with the following Strategic Aims defined within the Strategic Plan 2013-2016:

Strategic Aim 1: Improve safety of our communities and staff

Strategic Aim 2: More Equitable Access to Fire and Rescue Services

Strategic Aim 3: Improved outcomes through partnership

Strategic Aim 4: Develop a culture of continuous improvement

The Aberdeen Community Planning Partnership and the Scottish Government have identified cross-cutting priorities that, combined with an outcome focused approach, contribute to the full range of national outcomes, as contained within the Aberdeen City Single Outcome Agreement.

The delivery of fire and rescue prevention and protection activities and emergency response to the communities of Aberdeen will be achieved through the Aberdeen City Local Fire and Rescue Plan 2014-17.





Equality Assessment

On 30 April 2013, the Scottish Fire and Rescue Service published its Equality Outcomes, in compliance with the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.

The SFRS Equality Outcomes are:

- Outcome 1:** People from all Scotland's community groups feel confident in contacting the Fire and Rescue Service for advice and information on relevant non-emergency issues.
- Outcome 2:** Disabled, LGBT, BME, older people and people from minority faiths are aware of the services provided by the SFRS, particularly how these can be adapted to meet their own individual needs.
- Outcome 3:** People from all Scotland's community groups feel safer in their homes and on our roads
- Outcome 4:** Establish the Scottish Fire and Rescue Service as an employer of choice for people across protected characteristics.
- Outcome 5:** Provide a positive and healthy workplace culture that welcomes, embraces and develops people from across all protected characteristics.
- Outcome 6:** People from across all communities are enabled to live lives free from hate crime, harassment and domestic abuse/violence.
- Outcome 7:** Gypsy Travellers and migrant workers are safer, better informed and confident in Scottish Fire and Rescue Service engagement

Although fire statistics provide useful data to inform our priority outcomes understanding the profile of a community can be equally important. This assists us to identify the steps needed to achieve these outcomes ensuring everyone is able to access our services and has the opportunity to be supported to reduce their risk from fire and other injuries.

Aberdeen has a sizable and diverse community. Around 32,000 of the current population are over 65 and this is expected to increase to 51,000 over the next twenty years.

Although being older is not a specific risk in its own right, risk is increased when age is combined with other factors, such as living alone, living in poverty and in isolation. Physical and mental health issues also contribute to an increase in risk.

Isolation is not simply a matter of location, but also a matter of being engaged with the wider community. An individual can live surrounded by other people but still be isolated from others and services for any number of reasons. These people may be less likely to seek support from organisations and those around them.

In 2014, European Borders will open for workers from Romania and Bulgaria and it is possible that significant numbers may seek to come to live and work in Aberdeen. Many people of minority ethnic backgrounds can feel isolated within the communities for a number of reasons, including language barriers and cultural differences.

Hate crime and harassment affects growing numbers of people around Scotland each year. Crime statistics show a rise in reported racist and homophobic crime and harassment, with 60,000 domestic abuse incidents reported across Scotland between 2011 and 2012.

A number of these incidents have been fire related, and the victims of hate crime and domestic abuse may be unlikely to report incidents until matters escalate to a point where they can no longer cope with the situation or the outcome of the incident has significant consequences. The possible impact of the reform of the welfare system is not yet known but this will be monitored closely to identify early any potential adverse consequences in relation to home fire safety.

By effectively working with partner agencies we can better promote services to all those who are vulnerable and help to reduce the impact of hate crime, domestic abuse and inequalities, particularly where fire has been used or is a risk factor in perpetrating these abuses.



Local Assessment

The local assessment addresses issues relevant to the local area. Through analysis of data, partnership working and consultation, local improvement and demand reduction plans can be developed to ensure positive outcomes and results are achieved.

The key priority areas in Aberdeen City that are considered in the local assessment and those that action plans will be developed for are:

- **Local Risk Management and Preparedness**
- **Reduction of Dwelling Fires**
- **Reduction in Fire Fatalities and Casualties**
- **Reduction of Deliberate Fire Setting**
- **Reduction of Fires in Non Domestic Property**
- **Reduction in Casualties from Non Fire Emergencies**
- **Reduction of Unwanted Fire Alarm Signals**

Aberdeen City Risk Profile

Aberdeen City has a sizable and diverse community. It is estimated that 220,440 people now live in the city and this is projected to rise to almost 272,000 by 2035.

In Aberdeen City, the number of lone adult households is projected to increase by 61 per cent with those households headed by 60-74 year olds projected to increase in number by 24 per cent, and those headed by the 75+ age group projected to increase in number by 55 per cent between the years 2010 and 2035.

An increasing and ageing population provides unique challenges in delivering services, additional housing and the resulting demand in community facilities. The fire and rescue service locally has identified this as a key priority in focusing on those most vulnerable or at risk individuals within Aberdeen communities and target resources where they are most needed and this will be monitored closely to identify early any potential adverse consequences in relation to home fire safety.

Whilst the oil & gas sector is a significant economic contributor, Aberdeen City is also economically vibrant across many other business sectors e.g. electronics industry, agriculture, further education, research & development, etc.

Between 2009 and 2012, the number of Aberdeen data zones in the most deprived 15% of all Scottish data zones decreased from 28 to 22. The main decreases were in the income and employment domains.

So whilst Aberdeen remains a relatively wealthy area there are nevertheless pockets of deprivation and Aberdeen's most deprived data zones are mainly located in the priority neighbourhoods identified in the Community Regeneration Strategy.

In 2001, the disability rate was higher than the Scottish average in 15 of Aberdeen's 37 neighbourhoods with Ashgrove, Seaton and Stockethill having over a quarter of the population with a disability or limiting long-term illness.

On average in 2009-11 there was a net inflow of 2,774 people into Aberdeen City per year, meaning that more people entered Aberdeen City (13,809 per year) than left (11,035 per year).

In 2012/13, there were 5,959 National Insurance Number (NINo) registrations to non-UK nationals in the Aberdeen City and Shire area. The main country of origin of overseas workers in 2012/13 was Poland, which accounted for 24.9% of all NINo registrations to non-UK nationals. Most overseas migrants who receive a NINo registration in Aberdeen live in and around the city centre or in one of the regeneration areas.

All our staff are trained ready to respond to a variety of emergencies and local risks including serious flooding, height, fires, road, rail and transport. The Service will maintain and assure the quality of service delivery by supporting all staff in their continuous professional development. The application, implementation and monitoring of nationally recognised operational standards will ensure an appropriate emergency response is available when required.

The response to, and recovery from, major emergencies as defined within the Civil Contingencies Act 2004 will continue through our participation in the Grampian Local Resilience Partnership. These arrangements include the emergency plans and agency specific operational orders and procedures intended to facilitate an effective joint response to any emergency affecting Aberdeen or the North of Scotland. These emergency plans implement Scottish or UK Government guidance locally, address scenarios where there is no formal government guidance, or are local plans written in response to identified hazards in the Community Risk Register.

The SFRS has a statutory duty to promote fire safety under Part 2 (Section 8) of the Fire (Scotland) Act 2005 (as amended) to include provision of information and publicity aimed at preventing fire and reducing deaths and injuries, restricting fire spread and advising on means of escape from buildings. It also has a duty under section 16 of the Local Government (Scotland) Act 2003 to participate in the community planning process, which is delegated to the Local Senior Officer to undertake in each local authority area.

The greatest fire risk to our communities comes from a fire in the home. Over the period 2010-2013 there were 855 accidental dwelling house fires. All fires occurring in Aberdeen over the last 3 years resulted in 200 casualties and 6 fatalities. The area's most likely to suffer a dwelling house fire were in the Torry, Seaton, Hilton, Northfield and George Street / Harbour areas.

Secondary fires are incidents involving grassland and refuse fires. The areas of the city most likely to have a secondary fire are: Northfield, Torry and George Street/Harbour areas. The economic cost of secondary fires comparable to dwelling house fires is relatively small however this cost is felt not only by the Service but our local partners as well e.g. over the three year period there has been 913 deliberate secondary refuse fires.

Over the last three years we have experienced a fluctuating number of structural wilful fires each year. The number of incidents in 2011-12 reached 42 and reduced to 26 in 2012-13. In 2012-13 the greatest number of structural wilful fires occurred in Northfield and Torry; with these two areas contributing to 50% of all incidents.

On average Aberdeen-based firefighters respond to 3100 emergency call outs per year. A high proportion of these calls, approximately 50%, turn out to be false alarms which require no action by the fire and rescue service. An Unwanted Fire Alarm Signal (UFAS) is defined as a signal transmitted by an Automatic Fire Detection (AFD) system reporting a fire where it is found that a fire has not occurred.

Other types of false alarm calls include malicious 999 calls and emergency calls made when a person genuinely believes that an emergency has occurred which requires the attendance of the SFRS, and that belief subsequently turns out to be unfounded.

Priorities, Actions and Outcomes

1. Local Risk Management and Preparedness

The SFRS has a statutory duty to reduce the risks to our communities to make certain that they receive the best possible service. The management of risk within our community means:

- Identifying the risks to the community which fall within the scope of responsibility of the SFRS.
- Undertaking a process to prioritise these risks.
- Ensuring that appropriate Local and National resource capability and trained Fire Service personnel are in place to address them.

Aligns to:

- **Strategic Aim 1:** Improve safety of our communities and staff
- **Strategic Aim 2:** More Equitable Access to Fire and Rescue Services
- **Strategic Aim 3:** Improved outcomes through partnership
- **Strategic Aim 4:** Develop a culture of continuous improvement
- **Aberdeen CPP Single Outcome Agreement**
- **Aberdeen Community Safety Partnership Strategic Assessment 2013-2016**

We will achieve it by:

- Ensuring our training, staff development and equipment continue to be fit for purpose to meet our current risk profile and adaptable to changing circumstances.
- Ensure all known local risk information is obtained, communicated and tested.
- Working locally with partner organisations and agencies to ensure effective wider consequence emergency response plans are developed for identified local risks including local business continuity plans.
- Fulfilling our statutory duties in relation to the Civil Contingencies Act 2004 by way of our contribution to Grampian Local Resilience Partnership and North of Scotland Regional Resilience Partnership.
- Working effectively with our community planning partners through our participation in Aberdeen Community Planning Partnership arrangements.

In doing so we will also add value by:

- Reducing the risk to our staff and members of the public should any incident occur.
- Reducing the financial burden and disruption caused to our communities when emergencies occur.
- Proactively helping the wider community by contributing to prevention of emergencies and planning to mitigate their effects when they occur by adding value through focus on prevention and protection with a blue light response seen as a last resort.

2. Reduction of Accidental Dwelling Fires

In Aberdeen, dwelling house fires occur within a wide variety of home types; this includes both the private and rented sectors. Data analysis reports reflect that over 60% start in the kitchen when the occupier was cooking in the home.

Accidental dwelling fires can have a significant negative impact upon both individuals and the wider community, and are financially costly to householders and housing providers in terms of repair and the reinstatement of homes.

Key contributory risk factors include:

- Lifestyle, including smoking and consumption of alcohol and prescribed and non-prescribed drugs
- Individual capability and vulnerability
- Ageing demographics

By the provision of free home fire safety advice and fitting smoke alarms, the SFRS can reduce the risk of fire and its associated human and financial costs as well as enhancing community safety.

Aligns to:

- **Strategic Aim 1:** Improve safety of our communities and staff
- **Strategic Aim 2:** More Equitable Access to Fire and Rescue Services
- **Strategic Aim 3:** Improved outcomes through partnership
- **Strategic Aim 4:** Develop a culture of continuous improvement
- **Aberdeen CPP Single Outcome Agreement**
- **Aberdeen Community Safety Partnership Strategic Assessment 2013-2016**

We will achieve it by:

- Improved information sharing processes between SFRS and local partners particularly in the Community Safety Hub.
- A targeted approach to the delivery of Home Fire Safety Visits focused on our most at risk areas.
- Conducting joint visits with our partners to support vulnerable members of our community.
- Working with partners to deliver community safety initiatives influenced by evidence and shared partnership data.
- Effective deployment of SFRS Post Domestic Incident Response procedures.

Our target is to deliver a long term continuous improvement in the outcomes from accidental dwelling fires

In doing so we will also add value by:

- Reducing the financial burden and disruption caused to all housing tenures.
- Reducing risk, personal and social impact of fire on our communities through helping people to be safe in their homes.
- Promoting the wider community safety message to the residents of Aberdeen.

3. Reduction in Fire Casualties and Fatalities

The reduction of fire casualties is linked to Priority 2. The reduction of fire fatalities and casualties is at the core of preventative and early intervention activities carried out by SFRS in the Aberdeen area.

Significant contributory factors associated with the number of fire casualties and fatalities include:

- Lifestyle, including smoking and consumption of alcohol and prescribed and non-prescribed drugs
- Individual capability and vulnerability
- Ageing demographics

Aligns to:

- **Strategic Aim 1:** Improve safety of our communities and staff
- **Strategic Aim 2:** More Equitable Access to Fire and Rescue Services
- **Strategic Aim 3:** Improved outcomes through partnership
- **Strategic Aim 4:** Develop a culture of continuous improvement
- **Aberdeen CPP Single Outcome Agreement**
- **Aberdeen Community Safety Partnership Strategic Assessment 2013-2016**

We will achieve it by:

- Further developing referral processes through the Aberdeen Community Safety Partnership Hub and other key partners with regards to those most vulnerable or at risk from fire.
- Delivery of thematic risk reduction action plans tailored to meet local needs.
- Delivery of Home Fire Safety Visits through targeted referrals from our partners for those most vulnerable or at risk.
- Increasing community fire safety education with a targeted approach in Aberdeen through early intervention initiatives and case conferences.
- Effective deployment of SFRS Post Domestic Incident Response procedures.

Our target is to deliver a long term continuous improvement in the outcomes of fire casualties and fatalities

In doing so we will also add value by:

- Helping the residents of Aberdeen be safe in their homes.
- Reducing demand on the SFRS and partner services.
- Assisting in referring vulnerable persons to other service providers.
- Reducing the economic cost of casualty treatment on partner agencies.

4. Reduction of Deliberate Fire Setting

In Aberdeen, evidence reflects that deliberate fires are a problem in specific areas that can be closely linked to antisocial behaviour. Secondary fires (refuse, wheelie bins and grass) are on a downward trend in a number of areas of Aberdeen; however they can still have a significant impact upon our communities.

We also tend to experience a higher level of deliberate vehicle fires as a proportion of all these types of incidents.

Partnership working is the key and with the assistance of partners and our communities we have experienced reduced secondary fires in areas where historically, we have seen the highest level of activity.

Aligns to:

- **Strategic Aim 1:** Improve safety of our communities and staff
- **Strategic Aim 2:** More Equitable Access to Fire and Rescue Services
- **Strategic Aim 3:** Improved outcomes through partnership
- **Strategic Aim 4:** Develop a culture of continuous improvement
- **Aberdeen CPP Single Outcome Agreement**
- **Aberdeen Community Safety Partnership Strategic Assessment 2013-2016**

We will achieve it by:

- Delivery of thematic and multi-agency action plans tailored to meet local needs.
- Increasing community fire safety education in targeted areas where the majority of deliberate fires occur.
- Continuing work with our partners to develop joint risk reduction strategies to further mitigate the impact of deliberate fires and the economic and social cost to the community.
- Continue to work in partnership through the Hub to develop and maintain current ASB diversionary campaigns e.g. the Gramps and Northfield Youth Action Group's Project Fit initiative.

Our target is to deliver a long term continuous improvement in the outcomes from deliberate fires

In doing so we will also add value by:

- Through early intervention initiatives, allowing the SFRS to more effectively direct and use its resources to target other areas of operational activity.
- Diverting young people away from anti-social behaviour by encouraging them to be good citizens.
- Supporting the national focus towards early intervention and preventative spend.
- Reducing demand and contributing to positive outcomes for Aberdeen's local communities.

5. Reduction of Fires in Non Domestic Properties

The SFRS has a statutory duty to promote fire safety under Part 2 (section 8) of the Fire (Scotland) Act 2005 (as amended) to include provision of information and publicity aimed at preventing fire and reducing deaths and injuries, restricting fire spread and advising on means of escape from buildings.

All workplaces and business premises involved in fire are classed as Non Domestic Fires. Sleeping risks are seen as a particularly high fire risk since most fatal fires occur at night when people are less vigilant and at their most vulnerable. Residential care homes, student accommodation, Houses in Multiple Occupation and self-contained sheltered housing make up the greatest proportion of these incidents within the Aberdeen area.

High fire risk properties are audited on a yearly basis by our staff to ensure that the fire precautions within the property are to a suitable standard.

Aligns to:

- **Strategic Aim 1:** Improve safety of our communities and staff
- **Strategic Aim 2:** More Equitable Access to Fire and Rescue Services
- **Strategic Aim 3:** Improved outcomes through partnership
- **Strategic Aim 4:** Develop a culture of continuous improvement
- **Aberdeen CPP Single Outcome Agreement**
- **Aberdeen Community Safety Partnership Strategic Assessment 2013-2016**

We will achieve it by:

- Continuing the fire safety audit programme for high risk premises.
- Engagement and provision of support to the business community to highlight their responsibilities for compliance with fire legislation.
- Identifying fire trends in particular building types and conducting thematic audits .
- Utilising the support of our partners working within the Hub and operational personnel to identified derelict or vacated properties and making them secure.
- Supporting a targeted schools education programme to highlight to young people the risk to them and our communities from wilful fire-raising.

Our target is to deliver a long term continuous improvement in the outcomes from fires in non-domestic properties

In doing so we will also add value by:

- Assisting the business sector in understanding their legislative fire safety responsibilities.
- Ensuring that buildings are safer, people feel protected and the opportunities for acts of deliberate or wilful fire raising are reduced.
- Supporting and protecting business continuity and employment within Aberdeen.
- Protecting our natural heritage and built environment.

6. Reduction of Unwanted Fire Alarm Signals

The SFRS's aim is to reduce the impact of unwanted fire alarm signals generated by automatic detection systems on service delivery, business and commerce and thus improve the safety of Aberdeen communities by ensuring that our service is more readily available for genuine emergencies.

Aligns to:

- **Strategic Aim 1:** Improve safety of our communities and staff
- **Strategic Aim 2:** More Equitable Access to Fire and Rescue Services
- **Strategic Aim 3:** Improved outcomes through partnership
- **Strategic Aim 4:** Develop a culture of continuous improvement
- **Aberdeen CPP Single Outcome Agreement**
- **Aberdeen Community Safety Partnership Strategic Assessment 2013-2016**

We will achieve it by:

- Identifying premises with high UFAS activity levels to determine if they comply with the Fire (Scotland) Act 2005 and have appropriate fire safety management procedures in place.
- Engaging with owners and occupiers to provide necessary support, advice and guidance for developing suitable action plans for UFAS reduction.
- Call management and proactive monitoring of malicious calls, with engagement and educational programmes engaging with those identified as having made malicious calls.

Our target is to deliver a long term continuous improvement in the level of responses to Unwanted Fire Alarm signals

In doing so we will also add value by:

- Reducing unnecessary demand and impact on the public and business sector thus minimising business interruption
- Realising additional staff capacity to focus on our other risk reduction priorities thus supporting the delivery of Best Value
- Reducing road risk by lowering the level of 'blue light' responses by the Service
- Reducing risk to staff and wider community
- Reducing unnecessary costs of fire and rescue service response and of our business partners

Achieving Local Outcomes

Achieving Safer Communities in Aberdeen

Following a process of identifying local risks within Aberdeen, priority actions to address them and expected outcomes have been set within this plan. Local risks were identified following considerations of political direction set by the Scottish Government, community needs identified through risk assessment & consultation and the operational resources and capacity of the SFRS.



Outcomes

The strategic outcomes expected for the priority areas set out on the Aberdeen City Local Fire and Rescue Plan 2014 -2017 will be scrutinised by nominated Elected Members from Aberdeen City Council.

Outcomes will be measured against targets set within this plan and those agreed between the SFRS and the Aberdeen Community Planning Partnership as detailed within the Single Outcome Agreement.

Review

To ensure the Aberdeen City Local Fire and Rescue Plan 2014-17 remains flexible to emerging local or national priorities, the SFRS may at any time review and revise the plan.

A review may be carried out at any time but should occur at least once in a 3 year cycle. A review may also be carried out if the Scottish Minister directs it or if a new Strategic Plan is approved or amended.

Contact us

Feedback

If you have something you'd like to share with us, you can get in touch in a number of ways:

- Use the feedback form on our website to send an email - www.firescotland.gov.uk
- Write to us at the address at the bottom of this page.
- Contact your local community fire station - details are listed on our website or in your local telephone directory.

We are fully committed to continually improving the service we provide to our communities and recognise that to achieve this goal we must listen and respond to the views of the public.

We use all feedback we receive to monitor our performance and incorporate this information into our planning and governance processes in order to continually improve our service.

We are proud to say that the majority of the feedback we receive is positive, and we are keen to hear examples of good practice and quality service delivery that exemplifies the standards of care that we strive to provide for the communities of Scotland.

In instances where our standards of service are questioned, we welcome the opportunity to investigate the circumstances, and are committed to correcting any lapses and using the learning outcomes to improve our future service delivery.

IF YOU WOULD LIKE A COPY OF THIS DOCUMENT IN A DIFFERENT FORMAT OR A VERSION IN ANOTHER LANGUAGE PLEASE CONTACT:

Scottish Fire and Rescue Service, Service Delivery Area North Headquarters
19 North Anderson Drive, Aberdeen, AB15 6TP Tel 01224 696666 Fax 01224 692224
or alternatively visit our website www.firescotland.gov.uk

Glossary of Terms

Accidental:	Caused by accident or carelessness. Includes fires which accidentally get out of control.
Casualty:	consists of persons requiring medical treatment beyond first aid given at the scene of the incident, those sent to hospital or advised to see a doctor for a check-up or observation (whether or not they actually do). People sent to hospital or advised to see a doctor as a precaution, having no obvious injury, are recorded as 'precautionary check-ups'. Casualty figures do not include fatalities.
Deliberate:	covers fires where deliberate ignition is suspected
False Automatic Fire Alarm:	is defined as an event in which the Fire and Rescue Service believes they are called to a reportable fire and then find there is no such incident. These can be Malicious, of Good Intent or caused by Apparatus. The False Fire Alarms recorded for our indicator are those caused by Apparatus, as these constitute a significant majority of False Fire Alarm incidents.
Fatality:	a casualty whose death is attributed to a fire is counted as a fatality even if the death occurred later. Fatalities associated with Other Incidents can include attendance to assist Police or Ambulance colleagues when a person has been found who has committed suicide, for example. Often there is little we can do as a Service to influence this particular figure.
Primary Fires:	includes all fires in buildings, vehicles and most outdoor structures or any fire involving casualties, rescues or fire attended by five or more pumping appliances.
Secondary Fires:	These cover the majority of outdoor fires including grassland and refuse fires unless they involve casualties or rescues, property loss or if five or more appliances attend. They include fires in derelict buildings but not chimney fires.



FREE Home Fire Safety Visit and FREE Smoke Alarm

Fire can happen to anyone.

But it is our job to help make sure your home is as safe from fire as it can be. This is why we provide free Home Fire Safety Visits.

Our staff can help you spot a possible fire hazard, offer advice and guidance and fit smoke alarms free of charge if your home requires them.

A Home Fire Safety Visit only takes around 20 minutes. And that 20 minutes might just save your life.

Visits are easy to arrange.

A Home Fire Safety Visit can be organised at a time that suits you, day or night. We would also like community members to think about anyone you know who could be at risk from fire. It could be a friend, relative, or neighbour. To book a free Home Fire Safety Visit for you, or for someone you know:

CALL 0800 0731 999
TEXT 'CHECK' TO 61611
or visit www.firescotland.gov.uk



Fact.
Every hour of every day there's
a house fire in Scotland.



SCOTTISH
FIRE AND RESCUE SERVICE
Working together for a safer Scotland

Always ask for official identification - all employees of the Scottish Fire and Rescue Service will be happy to produce this on request.



Designed by the SCOTTISH FIRE AND RESCUE SERVICE © 2014

Draft version 0.7 1st April 2014

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	14 May 2014
LEAD OFFICER	Chief Executive
TITLE OF REPORT	“Legal Highs” – motion by Councillor Thomson
REPORT NUMBER	OCE/14/018
CHECKLIST RECEIVED	Yes

1. PURPOSE OF REPORT

The report brings before the Council an update on progress in relation to Councillor Thomson’s motion considered at the Council’s meeting on 5 March 2014.

2. RECOMMENDATION

That Council notes the progress made to date in addressing the terms of Councillor Thomson’s motion and instructs officers to report again to Council once responses are received from the Scottish Government and from the Aberdeen City Alcohol and Drugs Partnership.

3. FINANCIAL IMPLICATIONS

The report has no specific financial implications.

4. OTHER IMPLICATIONS

The attached briefing note details some of the legal implications relevant to the subject matter of the report.

5. BACKGROUND/MAIN ISSUES

At its meeting of 5 March 2014 the Council resolved to agree the motion by Councillor Thomson in the following terms:

That this Council:-

- i. acknowledges the concerns of communities across Scotland regarding the sale of so called “legal highs”;
- ii. notes that in 2012 there were 37 “legal high” related deaths in Scotland;

- iii. further notes with concern that these substances are sold openly from retail premises in locations in Aberdeen; and
- iv. instructs the Chief Executive to write to both the UK and Scottish Governments asking them to ban these substances, take measures to proactively combat their sale and supply in Scotland, or as a potential way forward consider the licensing of premises where “legal highs” are available.

In agreeing the terms of the motion, the Council also resolved:-

- v. to request officers to investigate if the Council had any powers under Trading Standards and Consumer Protection laws to take action against outlets selling “legal highs”; and
- vi. to refer the motion to the Alcohol and Drugs Partnership for detailed consideration and to instruct officers to report back to Council within one cycle.

Following the meeting of the Council on 5 March the Chief Executive wrote as instructed to both Norman Baker MP, Minister of State for Crime Prevention at the Home Office and Roseanna Cunningham MSP, Minister of Community Safety and Legal Affairs at the Scottish Government. Attached at Appendix 3 is the response received from Norman Baker MP. Appropriate officers will make contact with the Home Office Drugs and Alcohol Unit as invited to do so by the Minister. At the time of writing this report, no substantive response has as yet been received from the Scottish Government.

Attached at Appendix 1 to this report is a briefing note prepared by colleagues in the Council’s Trading Standards team in response to the request to explore what powers the Council has to take action against outlets selling “legal highs”

With regard to the Alcohol and Drugs Partnership (ADP), the matter is to be on the agenda at the next meeting of the Partnership on 12 May 2014. Because of the timing of the meeting relative to the Council meeting, it is proposed that report on behalf of the ADP should be brought to the Council at its meeting on 25 June 2014. An interim statement has been provided by the Team Leader, ADP attached at Appendix 2.

6. IMPACT

The subject matter of the report relates to the Council’s policy statement in relation to quality of life in the City.

7. MANAGEMENT OF RISK

The report provides an update on progress in relation to a notice of motion and does not at this time seek a substantive decision of the Council.

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

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

Trading Standards Legislation & Novel Psychoactive Substances (NPS)

Novel Psychoactive Substances (NPS) are causing great concern across the country not just in Aberdeen. There has been considerable media interest in this subject, not all of which has been well informed. The common term for NPS is “Legal Highs” which is unfortunate as it is misleading: ‘Legal’ implies proactive steps have been taken to approve or otherwise validate these products which is clearly not the case and they don’t necessarily get you ‘High’.

A more accurate description would be Unregulated Chemicals because that is what they are.

Under the current law, if a drug has been classified as Class A, B or C, it is prohibited under the Misuse of Drugs Act 1971 and is a police matter. If it was a medicine, food for human consumption, a cosmetic or animal feedstuff then specific regulations and controls apply and one agency or another would be able to bring those controls to bear. The problem with NPS is that they are not classified under the 1971 Act and are not ordinarily sold as any other kind of product; they are effectively unregulated. Consequently, there is no age restriction on supply.

One of the few options left open is the General Product Safety Regulations 2005 (GPSR) which is a general catch-all piece of criminal law applying to the safety of consumer goods and is enforced by Trading Standards Services in the UK. The principal requirement of these regulations is that any product supplied to a consumer must be safe. There are other technical requirements under these regulations for Importers into the EU and Distributors in the supply chain which also attract criminal sanctions.

The burden of proof in the 2005 regulations is on the enforcer, i.e. Trading Standards, to prove the principal offence is that the product is not a safe product. The issue with NPS is that they are so new and varied in their chemical construction that there are no tests currently available that will prove that they are unsafe. Consequently, expert witnesses cannot stand up in court and testify that a particular NPS is not a safe product. Some substances are chemically similar to those classified under the 1971 Act but sufficiently different that they are not caught by it. It is also impossible to tell if they are benign or dangerous.

Aberdeen City Trading Standards – Current Activities/Investigations

Aberdeen City TS is acutely aware of the issue in Aberdeen and is one of three Scottish authorities actively looking at ways and means of dealing with NPS under the current legislative framework.

1. In recent months we have been working with TS colleagues in these other authorities, Police Scotland, Crown Office & Procurator Fiscal's Service, NHS Grampian and the Home Office to address the issue. This TS service recently test purchased 20 such NPS on sale in the city and had them tested by the Home Office as part of a UK-wide testing programme. All were labelled as 'Not for Human Consumption' and 'Experimental Substance' or similar disclaimers. We have just received the results. First of all, none of the 20 tested positive for Class A, B or C substances. The second step will be to determine if there is any evidence that any of the substances are unsafe.
2. Another investigation currently under way stems from the technical offences under GPSR, particularly those that relate to distributors in the supply chain. They must be able to show where they purchased the goods from so that the goods can be traced back to their source particularly if it becomes evident they are unsafe. Exactly the same rules apply to retailers of every other kind of consumer products - televisions, soft furnishings, golf clubs, etc.

Retailers are distributors for the purposes of the regulations and all NPS retailers in the City have been asked to produce documents that demonstrate the traceability of the NPS they sell. One retailer in particular has failed to produce documentation for the majority of the NPS they were selling. As a result, all of their NPS for which no paperwork could be produced was seized with a view to reporting the matter to the Procurator Fiscal.

Currently, and despite the best efforts of Aberdeen TS, it is becoming apparent that with the current legislative framework there is little that can be done to regulate the supply of NPS. They are not caught by the 1971 Act or any other specific regulation and GPSR is largely ineffective because it is not currently possible to prove that any of the vast array of NPS are not safe products.

Interim statement on behalf of Aberdeen Alcohol & Drugs Partnership

The ADP is aware of the concerns of elected members regarding the impact that New Psychoactive Substances (NPS), commonly referred to as 'Legal Highs', are having on local communities. These concerns are undoubtedly increased when citizens see 'Head shops' opening within Aberdeen City who openly advertise and sell NPS. The ADP has been considering this matter as a priority. The national and local picture is described below.

1. The Misuse of Drugs Act 1971 is the primary legislation which controls the sale or supply of illegal drugs. This is not a devolved issue and as such the Scottish Government cannot directly legislate on this matter.
2. Under certain conditions, the UK Parliament, through the Home Secretary, has the power to invoke temporary banning orders for new drugs.
3. 'Head shops' and on-line retailers avoid legislation by labelling their products as 'Not for human consumption' and selling them as: plant food, bath salts, research chemicals, etc.
4. The UK Parliament and the Scottish Government are aware of the global growth of NPS and the effects that they are having across the UK. In response to this, the Home Office is currently carrying out a review on the legislation with a view to improving it so that the risk posed by NPS to the population is reduced.
5. The Home Office has, in the interim, produced an advice document: Guidance for local authorities on taking action against 'head shops' selling new psychoactive substances.
6. Intelligence indicates that although there are a number of 'Head shops' across the UK selling NPS, the majority of these type of drugs are purchased on-line via the internet.
7. There is a misconception that it is mainly the younger, inexperienced, experimental drug using population who are purchasing NPS. Intelligence would tend to indicate that these drugs are being purchased by a mix of people across a wide age range group and previous drug use experience.
8. The Scottish Government has made NPS a priority for ADPs, with an expectation that they are monitored and appropriate action taken in response to identified local need.
9. In June 2013, the Aberdeen City ADP was instrumental in setting up a pan-Grampian NPS group along with partners from Aberdeenshire and

Moray ADPs. The pan-Grampian group has a wide membership, which includes the Police and Trading Standards.

10. To date there have been two meetings of the pan-Grampian group, with a third scheduled to take place on 28th April 2014.
11. Aberdeen City Police and Trading Standards have been proactive in using all available legislation to address NPS sales from local 'Head shops'. Though constrained in their actions by the limitations of current legislation they have also been involved in the 'test purchasing' of specific items in order to help clarify contents of the products sold and highlight potential issues regarding consumer protection.
12. The ADP is trying to build up local picture based upon information from partners. The ADP therefore appreciates any intelligence from local partners on the impact of NPS. This includes anything that ACC Education service collects from schools. To this end, a number of detailed questionnaires on NPS have been recently circulated by the ADP to Primary and Secondary Schools as well as to Further Education establishments and ACC Youth Work teams.
13. The ADP works with NHS Grampian Public Health to ensure that health alerts are promptly circulated as soon as a known dangerous drug is identified. This information is cascaded widely through the partnership to specifically include non-NHS staff.
14. Over the last year, ADP and its partners have been instrumental in providing training and hosting public events in order to inform a range of stakeholders on NPS matters. Examples include:
 - Awareness session on 11th Dec 2012 in Aberdeen, hosted by CREW 2000 (a leading Edinburgh based drug charity) to update on NPS. 152 attended representing a wide section of services and interested parties across the city.
 - In 2012 and 2013, CREW 2000 held 'Train the Trainers' sessions on NPS, hosted by Aberdeen Foyer (2012) and ACC Social Work Department (2013) with 30 people in attendance.
 - ACC Social Work Dept is rolling out NPS training for their staff.
 - In 2013, ADP staff updated the Curriculum for Excellence (Substance Misuse) guidance pack for Education allowing teaching staff more detailed input and information on NPS. A number of training sessions took place for all secondary and primary schools.
 - For 2014, the three Grampian ADPs areas have identified NPS as the subject matter for their annual awareness raising media campaign and are in the early planning stages for this project.

The matter of 'legal highs' (NPS) will be on the agenda for the next ADP meeting, which takes place on 12th May 2014.

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Office of Chief
Aberdeen City Council

14 APR 2014

Ms Valerie Watts
Chief Executive, Aberdeen City Council
2nd Floor, Town Hall, Broad Street
Aberdeen
AB10 1FY

Reference: M4120/14
Your Reference: VW/CM

10 April 2014

Dear Ms Watts,

Thank you for your letter dated 17 March regarding the sale of chemical highs, sometimes inaccurately and unhelpfully termed 'legal highs'.

The Government shares your concerns about the deaths caused by new psychoactive substances and their open sale in 'head-shops'. Whilst I am also concerned regarding the deaths caused by these substances, it is important to note that even though some of the deaths are reported to be due to a 'legal high' we have found that they have actually been caused by new psychoactive substances that are already banned under the Misuse of Drugs Act 1971. In addition, retailers of these types of products may not always be certain of what they contain.

I can assure you that the Government is taking this matter seriously and this is an area that I have made my priority. On 12 December 2013 I announced that the Home Office is leading a review to look at how the UK's legislative response can be enhanced beyond the existing measures of the Misuse of Drugs Act 1971 to maximise its impact and improve the operational response to this market. At the heart of this is an expert panel drawn from law enforcement, local authorities, academia, and science. The expert panel consists of members with key expertise in new psychoactive substances and those that can provide a fresh look at this issue and solutions. The expertise covers the primary focus of the review, to look at the enhancement of the current legislative framework, as well as health and educational aspects where further recommendations can be sought from the panel. We are

working closely with the Scottish Government and both Home Office Officials and a representative from the expert panel plan to attend a summit that the Scottish Government is organising at the end of April to provide evidence for the review. I anticipate that the review will be completed by the end of Spring. The terms of reference can be found on the Home Office web-site

I wish to assure you that the Coalition Government has been far from inactive in tackling the challenges posed by new psychoactive substances. Our drug control legislation, the Misuse of Drugs Act 1971, including the new power to place a substance of concern under temporary control for up to 12 months, is key to our ability to disrupt the activities of those supplying harmful substances. So far, over 250 new psychoactive substances identified in the EU are already controlled drugs in the United Kingdom. I would also like to acknowledge the work already undertaken in Scotland to tackle the trade in new psychoactive substances. This includes the work of the Scottish Police Authority on the Home Office led forensic early warning system project to promptly identify new psychoactive substances being encountered in the UK and that of Police Scotland who contribute to the National Policing New Psychoactive Substance Working Group

I note that Aberdeen City Council is investigating the powers that are available under consumer protection and trading standards legislation. We are also committed to supporting enforcement partners in making full use of existing drug, consumer protection, intoxicating substances and medicines legislation to disrupt the activities of those involved in the new psychoactive substance trade. In December 2013, we published guidance for local authorities and other public bodies to help tackle 'head shops' in their area through the use of these laws.

You may be interested to know, that enforcement partners and trading standards have had recent success with using the full range of legislation available to them. There has been a recent successful prosecution in February 2014 in Belfast using the General Product Safety Regulations 2005. Under this, a head shop was forced to forfeit its stock of new psychoactive substances. This follows a similar case in Norfolk last year under the same regulations, when new psychoactive substances were forfeited and the traders fined for failing to mark their products with appropriate safety warnings. If Council Officers would like to discuss these powers further please contact my Officials within the Home Office Drugs and Alcohol Unit.

I hope this reply is helpful.

Yours sincerely

Norman Baker MP
Minister of State

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	14 th May 2014
DIRECTOR	Chief Executive on behalf of the Corporate Management Team
TITLE OF REPORT	Big Noise Torry Business Plan and Partnership Agreement
REPORT NUMBER:	OCE/14/027
CHECKLIST RECEIVED	Yes

1. PURPOSE OF REPORT

This report deals primarily with the funding, Business Plan, Partnership Agreement and associated documentation with Sistema Scotland. The proposals would enable Sistema Scotland to commission work and commence recruitment of staff for Big Noise Torry.

2. RECOMMENDATIONS

Council:

1. Agrees the Business Plan and the proposed model of funding;
2. Instructs The Head of Legal and Democratic Services in conjunction with the Head of Communities, Culture and Sport, in consultation with the Conveners of Finance, Policy & Resources, and Education, Culture and Sport, to conclude and finalise the Partnership Agreement with Sistema Scotland, to meet the implementation of Big Noise Torry and in such terms as the Head of Legal and Democratic Services deems appropriate;
3. Refers this report to the Education, Culture and Sport, Enterprise, Planning and Infrastructure, Housing and Environment, and Social Care and Wellbeing committees, to enable these committees to consider how the introduction of a “Big Noise” Centre in the city, its principles and experiences can be integrated in other aspects of the City Council’s work;
4. Refers the funding from 1st April 2015, to the forthcoming Council’s budget-setting processes in future years.

3. FINANCIAL IMPLICATIONS

3.1 The City Council at its meeting on 18th December 2013, committed in principle to support this initiative in a number of tangible ways – firstly, to contribute up to 75% of the costs of the programme, for the next six years.

3.2 Sistema Scotland, with Council support, will raise the other 25%; discussions are well advanced with one trust, however whatever the outcome of this particular approach, funding is available to commence operations in Torry. Sistema Scotland has committed to achieving the required sums, on an ongoing basis.

3.3 The full costs of implementing the *Big Noise* delivery programme itself (please also see below in respect of hosting the initiative) are estimated to be as follows, on full financial year costs, based on the initial project in Stirling. The more recent costs for the delivery programme in Glasgow and other proposals to make the initiative best fit the community in Torry are also being used in assessing more detailed costs. Based on the full cost estimates of delivering the programme, the City Council's current expected maximum Revenue costs are included in the right-hand column:

Year	Total cost estimated	City Council (75%)
2014/15 set up	£150,000	£112,500
2015/16 year one	£400,000	£300,000
2016/17 year two	£500,000	£375,000
2017/18 year three	£625,000	£468,750
2018/19 year four	£665,000	£498,750
2019/20 year five	£670,000	£502,500

3.4 As referred to in the above decisions, the Council also agreed to provide office and related accommodation in-kind to enable Sistema Scotland to deliver the initiative. This includes general operating costs, and if necessary, any capital investment to make venues suitable for use (for operation and storage accommodation primarily); also, that the Council will include Sistema Scotland staff in suitable internal training and development opportunities.

3.5 The options appraisal for space to deliver Big Noise Torry is underway at present, officers being very mindful of the need to seek to minimise further costs to the Council in respect of venues, offices and storage.

3.6 It should be noted that in 2016/17 the costs of operating Torry and Kincorth Academies will be used to operate the new academy at Loriston; the overall operating costs of the new school will be less than the two currently open, which will offset any additional costs at that time.

3.7 Sistema Scotland is aware of the Council's requirements to account for public funding and will provide copies of annual accounts, and make their accounts open to the Council's auditors, within reason and with reasonable notice.

3.8 A financial contribution is included within the Council's General Fund budget for 2014/15 as reported to the Finance, Policy and Resources Committee on 5 December 2013.

3.9 It is proposed that the Council's funding from 1st April 2015 will be referred to the forthcoming Revenue budget process, as a decision of the Council, and considered corporately when building the commitments into the budget prior to it being set in December, and in subsequent years.

3.10 It is further proposed that the budget holder be the Director of Education, Culture and Sport to account for the expenditure, as overall officer responsible, and that the Director of Corporate Governance includes review of investment within the wider assessments of arms-lengths external organisations.

3.11 The Fundraising and Finance Protocol attached to the Partnership Agreement will provide details of each partner's responsibilities, how the Council's investment and additional funding is drawn down and spent by Sistema Scotland. As the financial years of the two partners are not concurrent, payments, reports and also budget requests will be made at appropriate times. Please note that the Council's contributions will be scheduled to reflect its financial year.

3.12 In terms of the possibility of funds generated by the Lands of Torry being made available towards the costs to be met by the Council for the project, officers have advised that it is thought unlikely that this would be appropriate, as they are an investment of the Council the interest of which is paid into the Common Good Fund. The current income is fully committed for the next two years, with any flexibility being from 2017/18.

3.13 Other in-kind contributions, include commitment to officer time to manage and assist the initiative, both in the community and with Sistema Scotland. This will include participation in the quarterly Big Noise Torry Strategy Group by the Chief Executive and/or Director Education, Culture and Sport as the Council's lead officer, and the Council's "project" manager. Other officers may be included as and when required.

3.14 In addition, the Big Noise Torry Programme Team, which meets three or four times per annum, will include the two local primary school head teachers, potentially two elected members, and Community Learning officers working locally. Liaison will also be with the Instrumental Music Service, Music School Director, Social Care and Wellbeing and Housing Managers responsible for services in Torry, among other Council staff.

4. OTHER IMPLICATIONS

i) Legal

4.1 Completion, agreement and signing the Partnership Agreement within the timescale will facilitate implementation to meet the publicised timescale. Members should note that the Partnership Agreement is a partnership arrangement in the wider sense as opposed to the strict legal definition. Both the Council and Sistema Scotland are seeking to enter into an arrangement which is collaborative and outcomes focussed, rather than an overtly legalistic agreement.

4.2 The Partnership Agreement outlines how Sistema Scotland operates, including that their data protection, child protection and other policies are in place. Officers will review these in detail, prior to completion of the Agreement.

4.3 Licenses of leases in respect of Council-owned spaces to be occupied by Sistema Scotland in the delivery of the initiative will be entered into once the property requirements are finalised. These arrangements are likely to fall within the delegated powers of the Head of Asset Management and Operations.

ii) Other

4.4 Big Noise Torry is an initiative which is primarily about regeneration, however, it is recognised that the vehicle to achieving it is music; there is currently existing instrumental music tuition provided in the Torry Associated School Group. The Instrumental Music Service Co-ordinator has considered how the delivery within Torry is as integrated or complementary to the services his team provide.

4.5 In addition, consideration is also required of the current range of musical opportunities, implications for musical tuition in other schools in the city and related matters, which may benefit from a separate report to the Education, Culture and Sport Committee. The report would also set in context the wider cultural aspirations of the city, in particular of music, within the Cultural Strategy review which will be undertaken later in 2014.

4.6 It should also be noted that there are currently out-of-school care and childcare provision in Torry, including playschemes/sport camps and the out-of-school care club. Officers will consider what effects the introduction of Big Noise Torry might have on childcare provision in Torry and will work with providers to reduce the impact of any risks.

5. BACKGROUND/MAIN ISSUES

5.1 Big Noise Torry is designed to put people at the heart of regeneration in Torry. It will deliver an early intervention programme that uses music and engagement in an orchestra from an early age with the aims of fostering confidence, teamwork, pride and aspiration in the children taking part. By doing so, it will engage the whole family and wider Torry community, extending achievement of these outcomes locally.

5.2 The aims will include evidence of improving the outcomes for all children and youngsters involved, including those who face inequality and disadvantage, build on their resilience, developing their self-esteem, life skills, the discipline of playing together as a team, through their being offered a taste of success and achievement, encouraging their ambition and life chances, and broadening their horizons.

5.3 By way of reminder, the Council decided on 18th December 2013:

1. to enter into a long term partnership with Sistema Scotland;
2. to invest up to 75% of the funding of a “Big Noise” Centre in Torry for a minimum period of six years, in line with the overall budget outline herein;
3. to support Sistema Scotland to identify and secure the remaining 25% of the required funding from local and national sources;
4. with Sistema Scotland to work together to develop, deliver and manage the “Big Noise” centre in the Torry Associated School Group. Appropriate governance and operational arrangements, roles and responsibilities will be agreed;
5. within the terms of the framework agreed in 4. above, facilitate the development through appropriate staff support, use of property and spaces, and in giving access to pre-school and primary school pupils during the school day;
6. that Sistema Scotland’s operation will be an integral aspect of the City Council’s regeneration work in Torry;
7. that a subsequent report be brought to Council, which will include the business plan, financial costings, asset and other implications; thereafter, reports be taken to the Education, Culture and Sport, Enterprise, Planning and Infrastructure, Housing and Environment, and Social Care and Wellbeing committees, to ensure that the introduction of a “Big Noise” Centre in the city, its principles and experiences can be integrated in other aspects of the City Council’s work;

8. that financial contribution is included within the Council's General Fund budget for 2014/15 as reported to the Finance, Policy and Resources Committee on 5 December 2013.

9. to explore the possibility of funds generated by the Lands of Torry being made available towards the costs to be met by the Council for the project.

5.4 The Business Case (attached) explains how the initiative fits with the Council's strategic objectives, who will be involved, the options considered and the risks of not progressing.

5.5 It will also encourage other initiatives and approaches throughout the city, both in terms of supporting the human dimension of regeneration and also in terms of celebrating the benefits that having a "Big Noise", will bring to the city, including broadening its musical and wider cultural life.

5.6 Work is in hand to develop an appropriate baseline of information relating to Torry, the educational performance of its school children, other information relating to community, social, housing and other issues, social development and "Better Destinations" will be followed within a qualitative framework, to be developed, potentially using self-evaluation, including the involvement of participants, school improvement plans and other available information.

5.7 In terms of benefits, there is evidence from the current work which Sistema Scotland is undertaking will enable experiences in Torry to be assessed comparatively through the term of the partnership. There are expectations in terms of improving the life chances of a generation of youngsters within Torry, through positive intervention at an early stage in their lives.

5.8 The scoping of a fifty year longitudinal study for Raploch and Govanhill, while as yet not fully funded, points to the time required to assess what real differences can be achieved through the introduction and consistency in operating a Big Noise initiative. The effects on families and the wider community will also be included within reports to Council Committees at appropriate frequencies.

5.9 The Business Case also includes the responsibilities of each partner (Section 11). In terms of governance, the Partnership Agreement outlines the following arrangements:

□ *Big Noise Torry Strategy Group – meets quarterly.*

To provide strategic leadership and direction for the partnership and the initiative and to monitor and review its success.

Membership: CEO of Sistema Scotland, Board member of Sistema Scotland, Finance Manager Sistema Scotland, Chief Executive of Aberdeen City Council, Director Education, Culture and Sport,

Council's lead officer. Other members from Sistema Scotland and Aberdeen City Council as required.

- *Big Noise Torry Programme Team - meets three or four times /year.*

To ensure the successful local communication and implementation of the initiative,

Membership: The Big Noise Torry Team Leader and delegated representatives from Big Noise and City Council / Torry representatives, to include the Head Teachers of Tullos and Walker Road Primary Schools, potentially two local elected members and others as agreed, as per in section 3.14.

- *Lead Officers of Aberdeen City Council*

The Chief Executive and/or their nominated Senior Manager will take strategic leadership responsibility for ensuring effective partnership working and engagement with Sistema Scotland and Big Noise Torry in the delivery of the core outcomes set out in this plan.

- *Lead Officers of Sistema Scotland.*

The CEO of Sistema Scotland will take strategic leadership responsibility for overseeing the implementation of the plan, and effective partnership working. Sistema Scotland will lead on the delivery of this plan through its Big Noise Torry Team Leader, Operations Manager and programme team.

5.10 The Partnership Agreement and associated documentation is well advanced.

6. IMPACT

As scoped in the Strategic fit of the Business Case, including alignment to:

- a) 'Aberdeen – the Smarter City'
- b) Single Outcome Agreement
- c) Integrated Children's Services Plan 2011 – 2015
- d) Learning Strategy
- e) Education, Culture and Sport Service's priority areas
- f) A City of Culture

There is likely to be public interest in the report to Council, as it will explain the next key steps to have the initiative implemented; previous reports and reports elsewhere on Sistema have engendered support and discussion.

An Equality and Human Rights Impact Assessment (EHRIA) was prepared for the report to Council in December 2013.

7. MANAGEMENT OF RISK

A Risk Analysis has been carried out, which includes the long term financial commitment, the benefits which will accrue to the community and the cultural life of the city.

8. BACKGROUND PAPERS

Report to Council, 18th December 2013, Sistema Scotland and Aberdeen.

Report to the Education, Culture and Sport Committee, 28th March 2013, Sistema Scotland and Aberdeen.

Report to the Education, Culture and Sport Committee, 2nd June 2011, "Big Noise": Sistema Scotland, ECS/11/034.

Report to the Education, Culture and Sport Committee, 8th October, 2009, Strategic Music Partnership and potential links with Sistema Scotland, ECS/09/31.

Aberdeen City Council, Early Years Framework Implementation Plan, June 2010.

The Scottish Government, The evaluation of the process and outcomes achieved to date by Big Noise Children's Orchestra in the Raploch Estate in Stirling, 2011.

The Scottish Government, The Financial Impact of Early Years Interventions in Scotland, 2010.

9. REPORT AUTHOR DETAILS

Neil M Bruce, Service Manager – Culture
Email: neilbr@aberdeencity.gov.uk
Tel: 523144

Project Name	Big Noise Torry	Project ID	
Project Sponsor	Head of Communities, Culture and Sport	Version	5
Project Manager	Neil Bruce, Service Manager - Culture	Date	25 4 14



Contents

1.	BACKGROUND	10
2.	OBJECTIVES.....	14
3.	STRATEGIC FIT	14
4.	SCOPE.....	17
5.	TIME.....	18
6.	STAKEHOLDERS.....	21
7.	OPTIONS APPRAISAL.....	21
7.1	OPTION 1	22
7.2	OPTION 2	22
7.3	OPTION 3	23
7.4	RECOMMENDATION	23
8.	BENEFITS	23
9.	PROJECT COST	24
10.	RISKS	24
11.	ASSUMPTIONS.....	24
12.	DEPENDENCIES.....	26
13.	CONSTRAINTS	26
14.	ICT HARDWARE, SOFTWARE OR NETWORK INFRASTRUCTURE	26
15.	CAPITAL REQUEST.....	26
15.1	TOTAL CAPITAL REQUESTED.....	27
15.2	EXTERNAL CAPITAL FUNDING.....	27
15.3	REVENUE COSTS.....	27
15.4	REVENUE FUNDING.....	28
15.5	ADDITIONAL CAPITAL REQUIRED.....	28
15.6	POTENTIAL CAPITAL RECEIPTS.....	28
15.7	FUTURE CAPITAL SAVINGS.....	29
15.8	OTHER FINANCIAL INFORMATION	29

1. Background

General Background

“Big Noise” [BNT] is an early intervention programme that uses music and engagement in an orchestra from an early age with the aim of fostering confidence, teamwork, pride and aspiration in the children taking part. It aims to engage the whole family and wider community and so extend achievement of these outcomes across the wider community.

“It is based on the methods of Venezuela’s “El Sistema” movement and is run by the charity Sistema Scotland the official Scottish partner of the former organisation. In the 1970s in Venezuela, Maestro José Antonio Abreu began running music lessons for a handful of children. Today “El Sistema” involves 300,000 children in centres across the South American country. It has produced some of the finest classical musicians in the world, but behind these musical achievements is an even more exciting story. El Sistema uses the symphony orchestra to benefit society. It produces not only musicians, but also happy and well-equipped citizens.”¹

“Learning any artistic skill can have knock-on benefits in terms of self-esteem, discipline and pride. But Maestro Abreu took this to a whole new level by making all of his orchestras first and foremost engines for social change. The transformation is not just of individuals but whole communities.”²

Big Noise is the name given to the centres with the first orchestra centre launched in Raploch, Stirling in 2008 and the second in Govanhill, Glasgow in 2013. Sistema Scotland is the national charity which manages the organisation’s strategic plans, fundraising, marketing and communication for the Big Noise centres.

The Big Noise Raploch orchestra was involved in opening the UK’s Cultural Olympiad, with Gustavo Dudamel and the Simón Bolívar Symphony Orchestra on Midsummer’s Day 2012.

Background to Aberdeen Initiative

The Education, Culture and Sport Committee on 8 October 2009 considered a report on the Strategic Music Partnership and the potential links with Sistema Scotland. This report had been previously requested by the Committee, following discussion at a previous meeting about the applicability of Sistema to Aberdeen.

The Committee determined to:

- endorse the work done to date in exploring potential links with Sistema Scotland;
- recognise the potential opportunities provided by Sistema as a socially driven initiative;
- note the costs, timescale and actions involved in being a Sistema Scotland orchestra centre;
- instruct relevant officers to consider feasibility of the development of the Sistema Children’s Orchestra Centre in Aberdeen as part of an integrated approach to community regeneration and to report to future committees as appropriate; and
- if the initiative is agreed, request a further report within 18 months, by which time the strategic music partnership would have been operational on the feasibility of developing a Sistema Children’s Orchestra Centre in Aberdeen as part of an integrated approach to community regeneration.

The Committee determined that it wished to learn more about the work of Sistema Scotland and a visit of elected members and officers took place to Stirling on Friday, 15th April 2011. Observation by the elected members who visited Big Noise Stirling included clear recognition that it

¹ <http://makeabignoise.org.uk/welcome-to-big-noise-raploch/>

² Op cit.

is a project which needs time to be able to make and demonstrate a lasting difference. It could already show it was:

- encouraging ambition and giving life chances
- building on the resilience of the young
- giving new life skills
- offering a taste of success
- broadening horizons
- bringing the discipline of playing together as a team

Overall, the impression was of an initiative which had enthusiasm, strong commitment and belief from those involved in its delivery, Sistema Scotland's Board, officers and musicians and, equally strong belief and commitment from the local authority, both senior and local elected members and officials. The enthusiasm appeared to be matched by participants, from pre-school to the adult orchestra; while there was seriousness and concentration in performance, there was also enjoyment, confidence and a sense of achievement.

The ECS Committee on 2nd June 2011 agreed to:

- note the report and the potential for a similar project in Aberdeen
- instruct officers to investigate a business model for the delivery of a project working with Sistema Scotland
- instruct officers to report to a future meeting of the Committee on the proposed business model, criteria for identifying an appropriate community and possible funding sources.

Applicability in Aberdeen

A number of issues were highlighted in the report including:

- The level of elected members and officer commitment from the local authority.
- Recognition that it will take considerable time to see sustained changes. Expectations and demands for evidence of change and results will be seen only in the longer term.
- Identifying a community to work with, however objectively selected, will potentially challenge perceptions of the City and that community and portray the latter in a detrimental way. Comparative data would be used to explain the community identified.
- Finally, decisions will be required about the level of funding and from where it is allocated, with ongoing commitment over a period of years. This might include both Revenue and Capital funding.

It was also recognised that there would be up to 18 months required in planning and set up, to ensure a successful launch.

Consideration would also be given as to how to review how opportunities are currently made available for all youngsters to enjoy music tuition and other creative activities, and how this project may assist.

The approach highlights a commitment to long term change and encourages a wider assessment of how funding might be allocated. In addition, the reports to the Corporate Policy and Performance Committee, on "Working Better Together: A Collaborative Approach to Public Service Design and Delivery" relate; the Report to Committee on 25th November 2010 estimated each youth crime costs £4,585 on average. As Sistema Scotland's evaluation has shown, investing in youngsters at an early age can make a difference to achieve positive change, rather than continue to be reactive to social and other problems.

Identifying an appropriate community

How best to assess what might be an appropriate community took some time to consider; the rationale for delivering the Big Noise in both Stirling and Glasgow has been to focus the work in a community of most need, although the need is different in each, the former deprivation and the latter its multi-ethnicity. The proven belief of Sistema is that children and communities can be transformed and empowered by music.

It is worth firstly to repeat the information provided to the Education, Culture and Sport Committee at its meeting on 28th March 2013:

“In Aberdeen, there are 22 data zones in the most deprived 15% of Scottish data zones. The majority of the 22 data zones are in areas of priority. The most deprived data zones in Aberdeen are concentrated in the Council’s priority neighbourhoods – Tillydrone (4), Middlefield (3), Torry (4), Woodside (3), Seaton (3), Cummings Park (2), Northfield (1), Mastrick (2) and Stockethill (1). [Deprivation in Aberdeen: Analysis of the Scottish Index of Multiple Deprivation (SIMD) 2012]”

Each of the communities assessed as being an area of priority in the city have bespoke approaches to effect positive change [Total Place in Middlefield and Northfield, for example] – the focus for a Big Noise initiative has been to consider Torry, for the following reasons: the present Torry Academy associated schools group (ASG) is the smallest in the city, having only two primary schools, Tullos and Walker Road, therefore all youngsters can be included; the initiative can be sustained and it would enable the concept to be proved locally, with a view to future application elsewhere in the city; Torry has a strong sense of community spirit and wellbeing; however, there have been significant movements in the community in recent years, with considerable change in the community’s demographic and ethnic profile.

The introduction of Big Noise could also be beneficial in supporting the community during and following the building of a new secondary school in the south of the city, which has the potential to have an effect on the community simply due to it being in a different location. The phase one project could also be extended to include the revised wider ASG when the new secondary school is built.

An exploratory meeting was held on 16th January 2013, which attracted a wide range of community and school representatives, as well as being attended by local elected members. The Communications Manager from Sistema Scotland explained the background, theory and practice developed in Stirling and the aspirations nationally. There was strong support for the proposal to be explored further and a visit to the Big Noise in Stirling by community representatives took place, which was successful in encouraging the proposal to be developed.

An initial response from Torry Community Council welcomed the potential to introduce a music-focused regeneration initiative for young people in Torry. It saw that investment in people is a key aspect of regeneration and offered support to help reach all the community organisations in Torry. It welcomed the approach as it would be locally-based and locally-managed, inviting a range of community representatives to assist and offer community oversight and advice.

At the Education, Culture and Sport Committee on 28th March 2013, it was agreed to:

- Instruct officers to develop the operational model and wider Business Plan with Sistema and potential funding partners.
- Instruct officers to progress the development of Big Noise Torry with the local community.
- Instruct officers to report back to Committee in due course.
- Refer the report to Finance and Resources Committee to consider the funding requested to

progress the financial and funding model.

The Finance and Resources Committee on Thursday, 25th April 2013 agreed that that the Committee approve expenditure of up to £50,000 from existing budgets within the Education, Culture and Sport service in order to develop the financial and funding model.

Introductory visits by Sistema Scotland representatives to community and Council buildings and with locally-based staff and community representatives in Torry, and potential funders followed. The Libertadores String Quartet, from El Sistema performed in the Cowdray Hall and in both primary schools in November 2013, raising awareness. Generally the pace of the development accelerated and meetings of the Chief Executive and Chair of Sistema Scotland, with the Chief Executive and members of the Corporate Management Team, and then with representatives of the Administration, resulted an “in principle” agreement to progress and the report to Council on 18th December 2013, which decided:

- to enter into a long term partnership with Sistema Scotland;
- to invest up to 75% of the funding of a “Big Noise” Centre in Torry for a minimum period of six years, in line with the overall budget outline therein;
- to support Sistema Scotland to identify and secure the remaining 25% of the required funding from local and national sources;
- to work together with Sistema Scotland to develop, deliver and manage the “Big Noise” centre in the Torry Associated School Group, with appropriate governance and operational arrangements, roles and responsibilities to be agreed;
- in terms of the framework agreed in (iv) above, to facilitate the development through appropriate staff support, use of property and spaces, and in giving access to pre-school and primary school pupils during the school day;
- that Sistema Scotland’s operation would be an integral aspect of the Council’s regeneration work in Torry;
- that a subsequent report be brought to Council, which would include the business plan, financial costings, asset and other implications; and thereafter reports be submitted to the Education, Culture and Sport, Enterprise, Strategic Planning and Infrastructure, Housing and Environment and Social Care, Wellbeing and Safety Committees, to ensure that the introduction of a “Big Noise” Centre in the city, its principles and experience could be integrated in other aspects of the Council’s work;
- that a financial contribution be included within the Council’s General Fund budget for 2014/15 as reported to the Finance, Policy and Resources Committee of 5 December 2013;
- to instruct officers to explore the possibility of funds generated by the Lands of Torry being made available towards the costs to be met by the Council for the project; and
- to request officers to notify members of the number of pupils in the Torry Associated School Group who would be involved [see below]

Pupil Census 2013

Student Stage														
School Name	P1	P2	P3	P4	P5	P6	P7	S1	S2	S3	S4	S5	S6	Grand Total
Tullos School	42	46	45	47	29	34	41							284
Walker Road School	74	80	76	60	40	36	64							430
Torry Academy								75	87	95	109	58	30	454
Total	116	126	121	107	69	70	105	75	87	95	109	58	30	1168

At the 2011 census, the total population in Torry was 10,292, of which 668 were between 0-4 years old; 492 between 5-9, 570 between 10-15 and 196 between 16 and 17 years old. These figures are for the pupil numbers only and don't reflect wider community engagement. It would be expected that a wide cross-section of the community will become involved in the initiative, not only those attending pre-school and primary schools.

Since the meeting of Council, there have been further meetings in Torry, with community representatives and elected members, including a visit in February by a number of the Sistema Scotland teams in Stirling and Glasgow, who as well as learning about the area, visited and led musical activities in both primary schools. Another visit by Council staff has taken place to both Govanhill and Raploch, and a visit by community representatives is being organised to Raploch, including meeting members of the community there. A meeting with senior officers of the Education Service in Stirling has also been arranged.

2. Objectives

To put people at the heart of regeneration in Torry.

To deliver an early intervention programme that uses music and engagement in an orchestra from an early age, with the aims of fostering confidence, teamwork, pride and aspiration and seeking to improve attainment and achievement in the children taking part.

The aims will include evidence of improving the outcomes for all children and youngsters involved, including those who face inequality and disadvantage, build on their resilience, developing their self-esteem, life skills, the discipline of playing together as a team, through their being offered a taste of success and achievement through shared experience and in performing, encouraging their ambition and life chances, enhanced attainment outcomes in due course, and broadening their horizons.

How these are defined and assessed will be included within the Evaluation Framework, currently in development.

By doing so, to engage the whole family and wider Torry community, extending achievement of these outcomes locally.

To encourage other initiatives and approaches throughout the city, both in terms of supporting the human dimension of regeneration and also in terms of celebrating the benefits that having a "Big Noise", will bring to the city, including broadening its musical and wider cultural life.

3. Strategic Fit

Working with Sistema Scotland, through the "Big Noise" centre in Torry, a number of key policies, strategies and plans will be supported and developed:

a) 'Aberdeen – the Smarter City'

- We will work with our partners to seek to reduce the levels of inequality in the city. We will challenge inequalities wherever they exist and bring our communities closer together.
- We will enhance the physical and emotional wellbeing of all our citizens by offering support and activities which promote independence, resilience, confidence and self-

esteem.

- We will provide a high quality education service within our schools and communities which will improve attainment and life chances of our children and young people to achieve their full potential in education, employment or training.
- We will improve access to and increase participation in arts and culture by providing opportunities for citizens and visitors to experience a broad range of high quality arts and cultural activities.
- Working with our third, public and private sector partners, we will provide opportunities for lifelong learning which will develop knowledge, skills and attributes of our citizens to enable them to meet the changing demands of the 21st century.
- We will aim to have a workforce across the city which has the skills and knowledge to sustain, grow and diversify the city economy.
- We aspire to be recognised as a City of Culture, a place of excellence for culture and arts by promoting Aberdeen as a cultural centre hosting high quality and diverse cultural events for the whole community and beyond.
- We will embrace the distinctive pride the people of Aberdeen take in their city and work with them to enhance the sense of well-being here, building strong communities which look out for, and look after one another.
- We aim to leave a legacy which will make compelling reading in a new chapter in the history of Aberdeen and we aim to do this with one voice.

b) Single Outcome Agreement

In line with the finalised Single Outcome Agreement 2013, the City Council will contribute to the wider partnership’s intention to:

- make a decisive shift from reactive problem solving to root cause prevention;
- capitalise on Aberdeen’s existing strengths to build sustainable positive outcomes;
- make significant progress towards the radical collaboration required to meet the long term social and financial challenges.

Principles	Outcomes
Target those most in need	Deprivation is reduced, resulting in the closure of outcome gaps within Aberdeen’s population
Reduce isolation of minority communities	People from minority communities are supported to fully participate in the economic, cultural and social life of the city
Support the capacity of Aberdeen’s citizens and communities to increase their self-sufficiency	There is a strong sense of independence, resilience, confidence, self-esteem and aspiration coming from all our communities. Aberdonians work hard for themselves and for their communities.
A presumption for community based access to services	Services are accessible to all citizens in the ways which meet their needs

Environmental sustainability	Aberdeen is an energy efficient city, with high quality open spaces, a natural environment and low levels of pollution and waste
Promote pride in Aberdeen	There's a tangible sense of pride and passion in Aberdeen in 2022. This is a city at ease with itself. You can see it in the place and you can see it in its people.

Progress will be reported to the CPA Management Group under the 'Regeneration Board Work Programme' within Community Planning Aberdeen.

c) Integrated Children's Services Plan 2011 – 2015

The Plan reflects the National Early Years Framework and GIRFEC, Getting it Right for Every Child, and the former reflects a need for transformational change to ensure successful early intervention in children's lives, listing ten elements of the change:

- developing a coherent approach to planning and service delivery;
- helping children, families and communities to secure outcomes for themselves;
- focusing on engagement and empowerment of children, families and communities;
- addressing and breaking cycles of poverty, inequality and poor outcomes in and through early years;
- using the strength of universal services to deliver prevention and early intervention;
- putting quality at the heart of service delivery;
- ensuring services meet the needs of children and families;
- improving the outcomes and children's quality of life through play;
- simplifying and streamlining service delivery.

d) Learning Strategy

"Big Noise" Torry will contribute to the city's Learning Strategy, as it will support the experiences and outcomes of the Curriculum for Excellence, its work being aligned to its key tenets.

It will also be a key deliverer in Torry of the Education, Culture and Sport Service's priority areas for the next two years, specifically to:

- "Accelerate progress to improve learning outcomes for specific underperforming groups", which includes a wide-ranging approach to support the needs of all children;
- "Improved Health and Wellbeing outcomes", which will include supporting more people being more active more often and improved mental health and resilience;
- Improve and increase positive and sustained destinations for 14 – 25 year olds; and Extend quality cultural opportunities.

e) A City of Culture

Aspiring to be a city of culture provides an opportunity to drive change in the cultural sector in an incremental and strategic way and to raise the city's aspirations for quality cultural activity. Establishing culture as a multi-lateral priority provides the opportunity to evidence the role that culture can play on delivering a wide range of objectives, and to ensure that culture is embedded across a range of community planning priorities

We will ensure that current and future investment in arts and culture is maximised for the benefit of the residents of the city. Through a cultural action plan we will:

- Increase participation and develop pathways in expressive arts;
- Build cultural capacity in the cultural sector: develop volunteering opportunities: develop

the cultural infrastructure of Aberdeen;

- Develop placemaking, by developing our existing productions and festivals and a new programme to ensure a step change in culture.
- In addition, although primarily a regeneration initiative, “Big Noise” will also offer benefits to the city culturally; there is an evidence base for culture as a driver for regeneration, inclusion, community

By way of context, an evaluation was undertaken of Big Noise Stirling for the Scottish Government which reported in March 2011. The Evaluation had a number of main findings:

Children involved were found to gain benefits in personal and social development, including improving confidence, self esteem, social skills and the ability to concentrate.

The families of children involved reflected on improved relationships at home, wider social networks and more shared activities between parents and children. Parents could also recognise a “more positive, aspirational future for their children”, and that Big Noise has given them pride and widened their future potential achievements.

Parent and professionals interviewed identified changing perceptions of the wider community in the Raploch area. There was evidence of more positive relationships between parents and officials and organisations and skills being shared between partner organisations.

Big Noise contributes to eight National Outcomes.

The project is generational; it is about the whole community being involved or engaged, improving the community, social justice and wellbeing. By investing in children, it seeks to make a difference to the next generation and into the future. The initial project was five years long, with Stirling Council committing to mainstream the work thereafter.

Note: The research reported that “there are 344 children who attend nursery and school at the Raploch Campus. Big Noise has successfully engaged with 80% of the children. Primary 2 to Primary 7 children are eligible to attend after school and during school holidays. There are 219 children who can attend; 65% took up this voluntary opportunity.”

4. Scope

The Big Noise Experience

The in-school programme (nursery, primary one and two) will be open to all children attending schools within the community (Tullos Primary and Walker Road.) The after-school programme will be open to all children who attend school or live in the community.

The “Big Noise” programme is based on principles of hope, ambition, creativity, responsiveness, hard work, discipline, and a fundamental belief that all children have huge potential and can achieve more than we often imagine for them.

A typical child in the “Big Noise” programme will move through baby and carer classes, to nursery sessions, then orchestra initiation including percussion band and paper orchestra before moving into the Primary two string orchestra. Children then opt to join the after-school orchestra where they rehearse 5–10 hours a week and attend holiday programmes 8 weeks of the year.

Playing an instrument and being part of the orchestra becomes part of the local culture, and a natural expectation within the community.

The “Big Noise” Torry team will work between 3-5 days in the community, throughout the calendar year.

As the programme evolves, other strands may be added, as appropriate, according to the community’s needs, such as a Baby Noise programme, and an adult orchestra, both of which have been developed in Raploch. It is also intended to develop “Take a Musician Home for Tea” musical home visits across the community.

By being based within the community, the “Big Noise” Torry team aims to be in constant dialogue with community members and partners. This allows the programme to be creative and responsive, with a rapid pace of progress.

5. Time

Delivery Programme:

2014-2015

The development year will start by recruiting a leadership team and musicians to be based in the community. The team will be found through a rigorous recruitment process, sourcing people with community and educational experience, high level performance skills and passion for music and excellent communication skills. The team will undergo an induction both into the community (involving shadowing local professionals, meeting key stakeholders) and the “Big Noise” programme (shadowing the teams in Raploch and Govanhill, learning the curriculum and delivery styles of the organisation). The “Big Noise” Torry team will then focus on communicating and consulting on the delivery plans for “Big Noise” Torry. (See Appendix 1 – Communications Protocol)

The team will work with local partners to design a community engagement and profile-building programme, which will be launched in April 2015. This programme will see the team work directly with the target group of children (Primary One and Two) whilst also performing live music across the community, aiming to meet as many community members as possible and explain that “Big Noise” has arrived.

Anticipated Numbers:

Community Engagement Programme: 1000 community members

Key Milestones

MARCH 2014	Business Plan Drafted and sent to Sistema Board and Aberdeen City Council for Committee Approval (in hand) BP will include Communications, Fundraising and Finance Protocols Evaluation Presentation in Aberdeen – discussion about how assess the initiative Continue the scoping of Office and Delivery Space Visit to Govanhill and Raploch by Aberdeen officers
APRIL 2014	Continue Scoping Office and Delivery Space Aberdeen Project Board Meeting (Strategic) Aberdeen Project Team Meeting (Operational) Meetings with interested additional stakeholders Aberdeen (University/Instrumental Music Service etc)

MAY 2014	Business Plan Approved Meeting with RSNO to draft plans for initial partnership year Recruitment information Prepared for Team Leader (TL) and Operations Manager (OM) Agree office and delivery space - agree refurbishment plans Visit to Raploch by Aberdeen officers
JUNE 2014	Open Recruitment - TL and OM (internal and external) Develop Evaluation Plans with Aberdeen Visit by community representatives from Torry
JULY 2014	Begin refurbishment - office and delivery space
AUGUST 2014	Closing date for applicants – short leet - invite to Interview Late August / early September - Interview for TL and OM
SEPTEMBER 2014	Interview for TL / OM post - Offer positions Refurbishment Complete of office and delivery space Finalise Evaluation plans - framework and any baseline to be undertaken
OCTOBER 2014	TL/OM in post Advertise for Musicians
NOV 2014	Induction TL/OM Closing Date for Musicians – Short leet - Invite to Interview
DEC 2014	Interview Musicians Induction TL/OM Draft Community Engagement Programme
JAN 2015	Complete Interviews - Appoint Musicians
FEB 2015	2nd Draft Community Engagement Programme
MAR 2015	Musicians start - Induction (Torry, Raploch, Govanhill) Open recruitment for Volunteers Libertadores String Quartet to perform in Aberdeen
APRIL 2015	Musicians Induction Launch Community Engagement Programme - Concert in schools introducing musicians , instruments (and involving Raploch children)
2015-2016	<p>The programme will be officially launched with a community performance by the primary one and two children – the first recruits of “Big Noise” Torry. It is hoped that they will be joined by a number of new friends from Big Noise Raploch, and professional orchestras.</p> <p>The performance will be followed by a summer school, open to all Primary two children from Torry. From August 2015 the core “Big Noise” Torry programme will open and the team will begin to work with:</p> <ul style="list-style-type: none"> • All nursery children in the community once a week

- All primary one children twice a week
- All primary two children twice a week
- After-school orchestra open to all primary three children – three times a week

Development of a volunteering programme (for people from within and out with the community)

In addition to the weekly structured programme, the team will deliver a number of additional activities throughout the year: performances by the children, performances for the children and external trips and events, family engagement sessions.

Key Milestones

MAY 2015	Appoint and induct volunteers Community Engagement Programme continues
JUNE 2015	Community Engagement Programme continues Enrolment of children for Summer School Launch Concert - Involving Torry children - Raploch Children and potentially others
JULY 2015	Summer School
AUG 2015	New School Term - Core Programme - Nursery, P1, P2 children and after-school programme starts

2016-2017

Each year the programme will grow with the children as they grow, so by the end of the academic year 2016-17 Sistema Scotland will be working with:

- All nursery children in the community
- All primary one children
- All primary two children
- After-school orchestra open to all primary three and four children.

2017-2020

Each year the programme will continue to grow until by the end of academic year 2020 it will be open to all children in the community from birth through to primary seven. It is anticipated that the programme if successful will be continued, and will work with the children through their secondary school years into adulthood.

Review of the programme and proposals for how the work will progress after 2020 will be discussed during 2019/2020.



6. Stakeholders
<ul style="list-style-type: none">• Sistema Scotland – as partners and part funders;• The Torry community – potentially everyone resident in the community, and public sector staff working there – as being involved, supporting and encouraging the initiative to develop; Torry Community Council and other community groups are included within this group of stakeholders;• Tullos and Walker Road primary schools which will have a different focus on their work and the expectation that their staff will and can embrace the initiative internally and externally;• The City Council – as partners and funders corporately – managing and supporting regeneration in the community;• Community Planning Aberdeen – all bodies involved, as partners, being able to include “Big Noise” within evidencing the benefits of the partnership and its work;• Integrated Children’s Service Plan – as above;• Organisations, commercial, trusts and grant-making bodies; and private individuals, who provide financial and in-kind support to the initiative;• The wider city community – the association with the initiative, the cultural and other opportunities which will accrue from the “Big Noise’s” operation and association with it. Parents and staff in other schools who look at the effect the initiative has in one community and perceive that there is a need for equity, which will require to be managed.• The media – as interested commentators as the initiative develops and wider publicity for Sistema Scotland.

7. Options Appraisal
7.1 Option 1
Description: Status Quo.
<p>Expected Costs & Benefits: The costs would be damage to the Council’s reputation – these are inestimable in terms of any other organisation being interested in future potential partnerships with the Council. Similarly, the costs to the community in Torry, which has given initial strong support, would be to have a detrimental and immeasurable effect.</p> <p>In terms of opportunity, the opportunity to effect generational change in a community with multiple issues would be lost. The cost/benefits of early intervention are, however, not necessarily measured easily and not in the short term.</p>
<p>Risks Specific with this option: The Council’s reputation being detrimentally affected following a decision in principle and subsequent exchange of letters between the Chair of Sistema Scotland and the Chief Executive of the City Council. Sistema Scotland has also been progressing potential external funding with third parties.</p>

<p>Uncertainties: Other consequences of not proceeding have not been identified to date.</p>
<p>7.2 Option 2</p>
<p>Description: Implement the proposal completely</p>
<p>Expected Costs & Benefits: as outlined above:</p> <p>Children involved gain benefits in personal and social development, including improving confidence, self esteem, social skills and the ability to concentrate.</p> <p>The families of children see improved relationships at home, wider social networks and more shared activities between parents and children. Parents recognise a “more positive, aspirational future for their children”, pride and a widening of their future potential achievements.</p> <p>The whole community will become involved or engaged, improving the community, social justice and wellbeing.</p>
<p>Risks Specific with this option:</p> <p>Funding needs to be in place; accommodation needs to be ready in time; the initial community and schools interest is not sustained; there are practical difficulties in becoming established or in continuing to operate.</p> <p>Other communities in the city, geographical, parental or interest groups comment or complain that the operation has a detrimental effect, or benefit, not shared equitably.</p>
<p>Uncertainties:</p> <p>Sistema and the Council don't secure ongoing funding of at least 25% of the total costs per annum. The Council's own contribution is affected by other Revenue budgetary priorities. The Council's other priorities in retaining support for “Big Noise”, is perceived to have penalised other communities (e.g. instrumental music provision).</p>
<p>7.3 Option 3</p>
<p>Description: Partial implementation</p>
<p>Expected Costs & Benefits:</p> <p>Likely to be cheaper, however not immersive and with no certainty of success and previous comparable assessment would need to be identified; a new organisation would be required to deliver a different vision. Would require to be costed and value assessed.</p>
<p>Risks Specific with this option:</p> <p>Sistema Scotland would not be a partner; the risks to reputation and in other ways, as in the status quo option (1) would pertain.</p>
<p>Uncertainties: Timescales could not be met; the concept would require to be developed and then a process to develop needed.</p>

7.4 Recommendation
Option 2 to be progressed to Council on 14 th May.

8. Benefits			
Financial Benefits			
ID	Benefit Name	Benefit (£'000)	
	It will be possible to quantify in due course. However, in 2010, each child involved in Big Noise Torry cost £1,866.14 to be involved, which equated to £1.98 per hour. In terms of the out of school programme the cost £5,266.67 and £11.59 per hour. As comparison the City Council estimated that the cost of each youth crime was £4,585 on average. ³		
		Total	
Quantitative Benefits (Non-Financial)			
ID	Benefit Name	KPI	Estimated Benefit
	Will be defined by the number of pupils involved next academic year		This will relate to the qualitative benefits.
Qualitative Benefits			
ID	Benefit Name	Measure	
	A longitudinal study is ongoing in Raploch and Govanhill, to which we will contribute and obtain information, as well as develop our own local assessment.	Health & Social Care, Justice and Educational benefits, Social Development, Better Destinations will be assessed, within a qualitative framework, to be developed, potentially using self-evaluation, including involvement of participants, school improvement plans.	
		evidence of improving the outcomes for all children and youngsters involved, including those who face inequality and disadvantage, build on their resilience, developing their self-esteem, life skills, the discipline of playing together as a team, through their being offered a taste of success and achievement through shared experience and in performing, encouraging their ambition and life chances, enhanced attainment outcomes in due course, and broadening their horizons.	
		How these are defined and assessed will be	

³ GEN for the Scottish Government, "Evaluation of Big Noise, Sistema Scotland", 2011, p23- 24; "Working Better Together: A Collaborative Approach to Public Sector Design and Delivery" – report to Corporate Policy and Performance Committee, 25th November 2010.

		included within the Evaluation Framework, currently in development.
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9. Project Cost						
£	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Revenue Expenditure						
Set-up year 2014/15 (75% in each year) Estimates	112,500	300,000	375,000	468,750	498,750	502,500
Sistema investment (other funding (25%) Estimates	37,500	100,000	125,000	156,250	166,250	167,500
TOTAL (A) Estimated	150,000	400,000	500,000	625,000	665,000	670,000
Capital Expenditure						
TOTAL (B)						
TOTAL (A+B)						

10. Risks
<p>[from Risk Register] Long term partnership not agreed; timelines not met – in particular, academic years; future Council budget decisions impact on future years; Council budget decisions have perceived impact on other services, for example, instrumental music tuition; impact on Council's estates management;</p> <p>Council approach is not corporate; partnership agreement is not finalised and signed; community reluctance to be involved/remain involved; schools reluctance to be involved/remain involved; spaces in community not identified or available;</p> <p>opportunities for local musicians not made available; options appraisal (for spaces) not carried out and resourced; governance arrangements not robust; funding from 'Lands of Torry' not available; Business Plan and funding not in place; operational model not developed to deliver BNT; wider support and friends network not developed; musical strategic partnership not confirmed/realised.</p> <p>In addition, the current out of school care and childcare provision of playschemes/ sports camps/ and the out- of-school care club run by Clicc (Community linked child care) may be affected.</p>

11. Assumptions
<p>Partnership Working – Agreeing Areas of Responsibility are all in place. The following are currently being finalised, however generally will include:</p> <p>Specific Responsibilities and Agreements: Aberdeen City Council</p> <p>Providing access to the children within curriculum time as outlined in the programme model.</p> <p>Providing space for the delivery of the work with the children and community members for the</p>

programmes immediate and projected long-term needs.

Allowing Sistema Scotland to design and implement the model and to challenge existing local authority structures and procedures where necessary (if it is believed to be in the best interests of the children and community).

Strategic Support at Chief Executive and Senior Management Level within the Council (including advocacy and championing the programme within the authority).

Identifying personnel with lead and delegated responsibility for the programme at middle management and local level.

Provision of adequate office space for the initial and projected future “Big Noise” team.

Refurbishment of office space (if required) to specifications provided by Sistema Scotland.

Provision of adequate storage space for the programme’s immediate and projected long-term needs (musical instruments, music, stands...)

Provide access to appropriate internal City Council training opportunities for the “Big Noise” centre staff team

Agree to financial responsibility for the programme (exact amounts and percentages to be agreed with Sistema Scotland in advance).

Pay Sistema Scotland directly the agreed funding contribution to the programme on the dates agreed.

Finally, to assume that the remaining 25% funding is in place by 1st September.

Specific Responsibilities and Agreements: Sistema Scotland

It is recommended that Sistema Scotland will be responsible for the management of the Big Noise Centre and the delivery of the programme. This will include lead responsibility for:

Recruitment and employment of the Big Noise centre staff, ensuring all staff are appropriately skilled and trained for the roles.

Designing the programme model – curriculum, timetable etc.

Holding and overseeing the centre budget and finances.

Delivery of all Big Noise activities; core programme, holiday programmes, support for children and families.

Implementing a robust evaluation framework for the Big Noise centre.

An ongoing commitment to secure 25% funding for the Big Noise Centre.

Shared Responsibilities (Sistema Scotland and City Council):

To identify and agree an appropriate community within the local authority for the Big Noise centre to be located [agreed as Torry], to give the model the best opportunity for success and ensure it is placed where there is most need.

Agree a working structure for discussing and actioning strategic, developmental and operational needs of the programme.

Agree short, medium and long-term expected outcomes, and review periods.

Agree a shared communications and PR protocol for the programme.

Agree the open sharing of information, access to internal and external networks and information for the benefit of the programme.

Agree a protocol for local communication to local partners, community members, children etc

Be committed to securing the programme's long-term survival allowing for the full generational model to be implemented.

Commission any external evaluation or research.

Finally, it is assumed that there will be funding from other sources to ensure that the other 25% is in place.

12. Dependencies

Office and venues are available from 1st September 2014

13. Constraints

Spaces still to be identified.

Practicalities of any construction and related work required [asbestos, phone lines, etc].

14. ICT Hardware, Software or Network infrastructure

Description of change to Hardware, Software or Network Infrastructure	EA Approval Required?	Date Approval Received
Potentially need for 'phone lines installation	No	

15. Capital Request

If this business case will be used for a Capital Request then the following section must be filled out.

15.1 Total Capital Requested

£N/A at this time. Dependent on the options appraisal, there may be expenditure required,

which has to be confirmed.

15.2 External Capital Funding

Give details of any capital funding that would be available if the proposal were to proceed (e.g. Grant funding):

Costs covered	Amount available	Fixed sum or proportion? (£ or %)	Source of funding	Certainty ("C" if certain, "P" if potential)
1)N/A			External funding may be available, in which case, authority will be required from the Council.	P
2)				
3)				
4)				

15.3 Revenue Costs

Give details of the revenue savings and increases (per annum) associated with this project. This should be as detailed as possible.

Revenue Cost	Existing Cost	New Cost	Revenue Funding (Detail in 6.5)	+/-
1)			These will be assessed within the options appraisal and the funding available	
2)				
3)				
4)				

If revenue costs have increased please explain how this will be funded.

Within existing ECS revenue budgets.

15.4 Revenue Funding

Give details of any revenue funding identified in 6.5 that would be available if the proposal were to proceed (e.g. Grant funding):

Costs covered	Amount available	Fixed sum or proportion? (£ or %)	Source of funding	Certainty ("C" if certain, "P" if potential)
1)N/A				
2)				
3)				
4)				

15.5 Additional Capital Required

Please give details of any additional Council capital that would be required if the proposal were to proceed.

Additional Cost	Details including approx cost and responsible Service	When would this be required?
1) to be confirmed		After options appraisal has been completed
2)		
3)		
4)		

15.6 Potential Capital Receipts

If this project were to proceed would any assets become surplus to your Service requirements? Please list the assets and their potential value.

Surplus Asset	Potential Value
1)N/A	
2)	

15.7 Future Capital Savings

If this project were to proceed would there be any savings in Capital terms?
Please list the savings and their potential value.

Capital Savings	Potential Value
1) to be confirmed	
2)	

15.8 Other Financial Information

Please provide any other financial information you feel would be relevant.

N/A at present

Document Revision History	
Reason	By
25 4 14 CMT input, and from Project Board	NMB

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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	14 May 2014
LEAD OFFICER	Chief Executive
TITLE OF REPORT	Appointments
REPORT NUMBER	OCE/14/024
CHECKLIST RECEIVED	YES

1. PURPOSE OF REPORT

The report brings before the Council changes to previously agreed appointments.

2. RECOMMENDATION

That the Council resolves to agree that:-

- i) Councillor Jean Morrison MBE replaces Councillor Nathan Morrison as the Council's representative on Langstane Housing Association Ltd;
- ii) Councillor Jean Morrison MBE replaces Councillor Lesley Dunbar as the Council's representative on the North East Scotland Climate Change Partnership;
- iii) Councillor Jean Morrison MBE replaces Councillor Jennifer Laing as the Council's representative on Transition Extreme;
- iv) Councillor Gordon Graham replaces Councillor Jean Morrison MBE as the Council's representative on Care and Repair Initiative Scotland – Aberdeen Agency; and
- v) Councillor Lesley Dunbar replaces Councillor Jean Morrison MBE as the Council's representative on the General Committee for Older People's Week.

3. FINANCIAL IMPLICATIONS

The report has no financial implications to the Council.

4. OTHER IMPLICATIONS

There are no other implications to this report.

5. BACKGROUND/MAIN ISSUES

At its Statutory Meeting on 16 May 2012 and at subsequent meetings of the Council and the Urgent Business Committee, the Council considered reports on the appointment of representatives to outside bodies.

The Labour Group has now intimated a number of changes to Councillor Jean Morrison MBE's appointments as noted above in the recommendations. The Council is requested to approve these changes.

6. IMPACT

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

7. MANAGEMENT OF RISK

The report is concerned solely with a change of representation on outside bodies.

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

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

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	14 th May 2014
DIRECTOR	Angela Scott
TITLE OF REPORT	Community Planning Aberdeen – Update
REPORT REF NO.	CG/14/065
CHECKLIST RECEIVED:	YES

1. PURPOSE OF REPORT

To provide Members with a 6 month report on the activity of Community Planning Aberdeen.

2. RECOMMENDATION(S)

That the Council note the report.

3. FINANCIAL IMPLICATIONS

There are no direct implications arising from this report.

4. OTHER IMPLICATIONS

Community Planning and the delivery of improved outcomes as described in the Single Outcome Agreement is of major significance to the Council and the City.

5. BACKGROUND/MAIN ISSUES

Community Planning Aberdeen Board

The membership of the Board was revised and now has predominantly non-executives, including City Council elected members. The Board in its new form has met twice and is beginning to receive structured reports from the Management Group on progress with implementing the Single Outcome Agreement.

The role of the board includes horizon scanning and assessing the overall effectiveness and “health” of the partnership. To further this an informal evening has been planned and will be held in May.

Management Group

The Management Group is being chaired by the Council’s Director of Corporate Governance. Meetings since the last report to Council have focused on ensuring:-

- Finalising the revised constitution, roles and responsibilities in the agreed structure - This is now complete;
- The effective establishment and operation of Thematic Multi-lateral Groups - progress has been mixed and largely dependent on the existing arrangements for these groups. Some are long established and operate well. Others have been established very recently and are yet to develop work plans. The main focus of the Management Group is shifting towards the review of performance information, as it relates to the priorities within the Single Outcome Agreement, and the joint discussion of this, and planning of future actions, with the responsible Thematic and Multi-lateral Priority Groups. An agreed cyclical programme of reporting has been agreed. Further detail is given below;
- Development of the new Reference Group - The Reference Group has been established within the structure to provide a broader forum for representatives from the community, business, voluntary and public sectors to engage with Community Planning Aberdeen and the work it is engaged in. One meeting has been held and subsequent development meetings with the chair (a community sector representative) and the vice-chair (a business sector representative) to establish the Group’s priorities and approach;
- Progress and monitoring of the agreed Development Plan - In approving the Single Outcome Agreement, the Partnership agreed a Development Plan to address issues which require to be taken forward if the partnership is to effectively support the delivery of the Single Outcome Agreement. The Development Plan identifies 8 priority issues:-

Priority	Update
Leadership and Governance	The key actions for this have been completed. The structure, roles and responsibilities of the various groups have been made explicit. Membership and attendance issues have been addressed. The Partnership have also expressed willingness to undertake regular self-evaluation of their effectiveness in supporting the SOA through leadership and governance. Options for how this might be taken forward are being considered.
Action Planning	The Management Group is requesting work plans from each Thematic and Multi-lateral Group and will seek assurance that these will effectively support the priorities agreed through the SOA. A cyclical programme of reporting to the Management Group has been agreed and is now being implemented, although some groups are yet to align their reporting arrangements to this.
Communication and Community Engagement	<p>The Partnership's Communication and Community Engagement Sub-Group has prepared Story Board with and for each Thematic and Multi-Lateral Priority Group. These set out the "Why, What and How" of the SOA for broad communication.</p> <p>A planning workshop for the sub-group has been arranged for 29th April which will see the development of a workplan.</p> <p>The website of Community Planning Aberdeen has been updated and relaunched.</p>
Understanding Equalities	The management Group have considered and endorsed the use of a Health and Social Inequalities Framework which has been used in NHS to assess inequalities and systematically analyse the interventions which are required to reduce these. Colleagues from NHS Grampian have presented the model to chairs of Thematic and Multi-lateral Priority Groups and will be supporting the groups to take forward the application of the model.
Performance Management	<p>A common template and timetable for performance reporting has been agreed and is now in use. Reporting has been commenced, but is currently behind the planned schedule.</p> <p>An annual report showing performance against all SOA metrics for 2013/14 is now being prepared.</p>
Prevention & Early Intervention	A model to map preventative activity has been identified and is currently being trialled through the Community Safety Thematic Group. The objective is to understand the activity and resource being applied to prevent

	negative outcomes, assess its effectiveness and use this as a basis to inform future planning.
Joint Resourcing	All thematic and Multi-lateral Groups have been tasked with identifying, both on an ad hoc basis and specifically within their scheduled report to the Management Group, any opportunities for joint resourcing.
Risk Management	A risk register for Community Planning Aberdeen has been prepared and regular reporting of the risks is made to the Management Group.

Thematic and Multi-lateral Groups

As referred to above, the Management Group has engaged with each Thematic and Multi-lateral Group and is working to ensure they are properly constituted; that there is clarity on what is required; when this will be delivered; how this is to be delivered; and how progress will be monitored.

Each Group has now prepared a role; remit; and “Storyboard”, derived from the Single Outcome Agreement, which sets out, in “plain English”, for each priority:-

- Why the issue is a priority for the partnership;
- How we will ensure things get better;
- What we know about the issue; and
- How progress will be measured so we know if, together, we have made a difference.

A priority for each Group over the coming period is to ensure that a robust workplan is in place and has been agreed by the Management Group.

Emerging Issues

1. The expectation from the national “Statement of Ambition” on Community Planning and subsequent national discussions is that community planning should have a very local dimension and address the specific needs of the communities within each partnership. As with all local authority areas, and as was evident from the Strategic Assessment commissioned by Community Planning Aberdeen in 2013, the needs of “communities” in Aberdeen vary significantly. Discussions are ongoing on profiling the needs and also the services and activity currently within different areas of the City, with a view to planning jointly in ways which respond to these varying needs.
2. Having completed in 2013 an assessment of risks which would potentially impact on the ability of the Partnership to operate effectively, focus is now shifting to a regular integration of risk identification and management across Community Planning partners. Officers are pursuing a joint approach to the issue of risk management and will report back on progress.

6. IMPACT

The impact of this report is not likely to be significant, however, the impact of the Council's effective participation in Community Planning is of great significance.

7. MANAGEMENT OF RISK

Risk is integral to community planning. As stated above a risk assessment was carried out, and is included within the SOA, focusing on those risks which would impact on the effectiveness of the Partnership. The priorities within the SOA were identified following a strategic assessment which considered, broadly, the risk profile of each potential priority.

There are further opportunity risks for all partners which relate to investment (time, sharing, finance, non-financial resources) in the planning, design, delivery of services and initiatives where the potential rewards in terms of improved outcomes and reduced costs are significant, but uncertain. In making such investments partners, and the Partnership, needs to apply a risk based approach.

8. BACKGROUND PAPERS

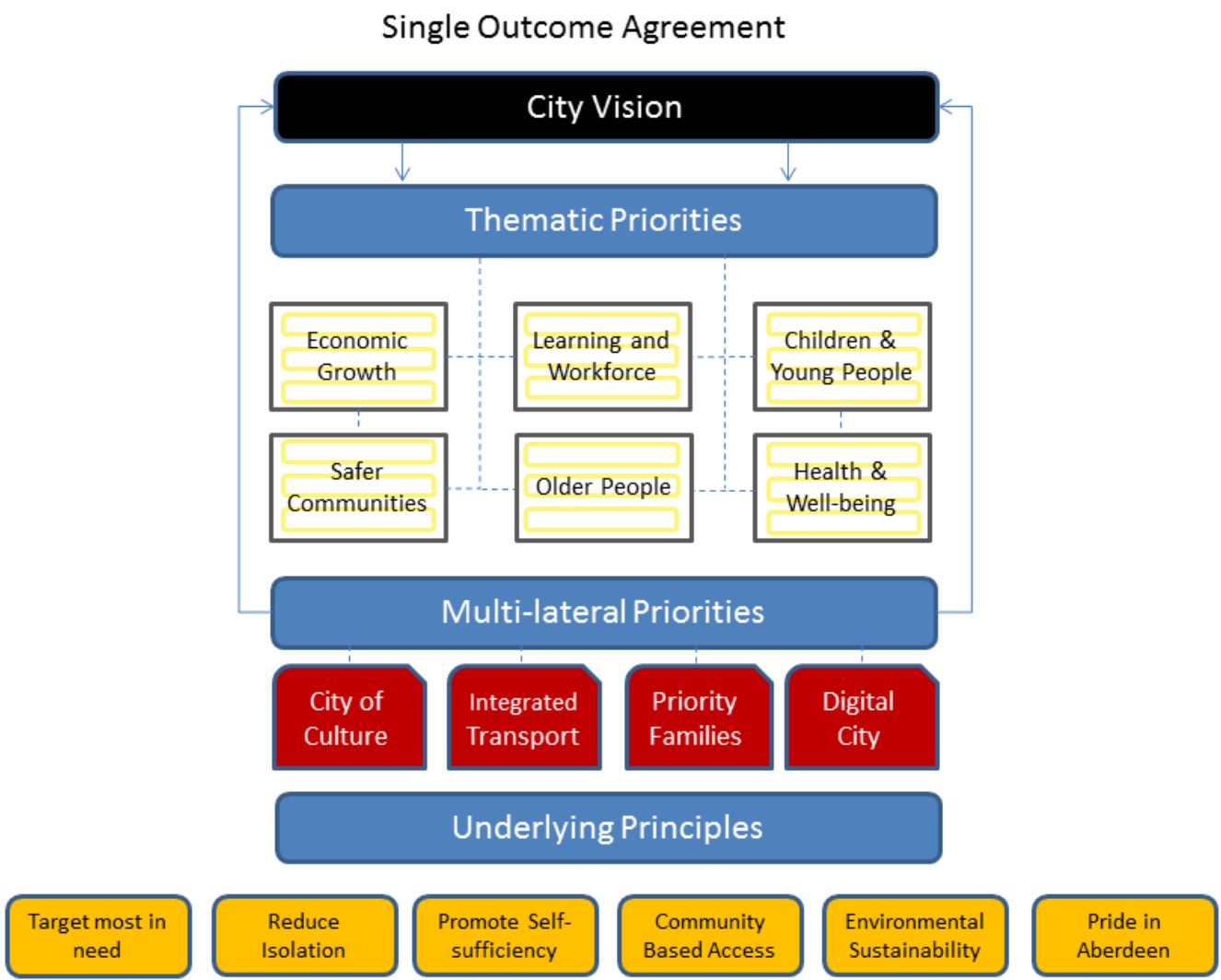
Single Outcome Agreement

9. REPORT AUTHOR DETAILS

Martin Murchie

Community Planning & Corporate Performance Manager, tel 01224
523833

mmurchie@aberdeencity.gov.uk



COMMITTEE	Council
DATE	14 th May 2014
DIRECTOR	Angela Scott
TITLE OF REPORT	Fairer Aberdeen Fund Progress Report (1 st April - 30 th September 2013)
REPORT NUMBER:	CG/14/055
CHECKLIST RECEIVED	Yes

1. PURPOSE OF REPORT

To provide Members with a 6 month report on progress of the Fairer Aberdeen Fund programme from 1st April to 30th September 2013 and to advise on projects currently being funded in this financial year.

2. RECOMMENDATION(S)

The Committee is asked to:

- a) Consider and advise the Fairer Aberdeen Board of the Committee's comments on progress.
- b) Note the information at Appendix 1 outlining Fairer Aberdeen Fund Project activity between April 1st and Sept 30th 2013.
- c) Note the information at Appendix 2 listing the initiatives being funded in 2014-15.

3. FINANCIAL IMPLICATIONS

The Fairer Scotland Fund was created by the Scottish Government in December 2008, aimed at tackling poverty and deprivation. The first two years of the fund were ringfenced within the Council's budget for the Community Planning partnership in order to support partners to work together to tackle area- based and individual poverty; and to help more people access and sustain employment opportunities

In 2013-14 the Council agreed a sum of £1.625m to be managed by the Fairer Aberdeen Board on behalf of Community Planning Aberdeen. The Fairer Aberdeen Board comprises of the Chair of Community Planning Aberdeen, Cllr Barney Crockett, three Aberdeen City Councillors (Councillors Yvonne Allan, Gordon Graham and Jim Noble), one representative from Aberdeen Council for Voluntary Organisations, one representative from NHS Grampian, one representative from Grampian Police, seven representatives from

priority regeneration areas (appointed through the Regeneration Matters Group), and three representatives from the Aberdeen Civic Forum. In December 2013 it was agreed that the name of the Fund would be changed to Fairer Aberdeen.

An application process is in place to ensure funding is allocated to appropriate programmes and projects. Organisations funded by the Fairer Aberdeen Board are required to meet specific terms and conditions and comply with State Aid regulations, where required, and to comply with “Following the Public Pound “ financial guidance.

4. OTHER IMPLICATIONS

Personnel

The Fairer Aberdeen Fund provides funding for a Support Team currently comprising 1 FTE Programme Coordinator and 1 FTE Development Worker. This small team is responsible for fund allocation, reporting, evaluation of Fairer Aberdeen Fund programmes, projects and initiatives, partnership building, advising applicants, supporting the Regeneration Matters community representatives group, administering and managing the Fairer Aberdeen Fund on behalf of the Fairer Aberdeen Board.

Sustainability and Environment

The Fairer Aberdeen Fund plays an important part in providing services that tackle poverty and contribute to improving sustainability by improving the environment and wellbeing for the cities most disadvantaged communities and vulnerable individuals. The thematic programmes are addressing unemployment, providing financial inclusion services, improving health and literacies and enabling more sustainable and safer communities. Neighbourhood based projects are responding to locally identified issues.

5. BACKGROUND/MAIN ISSUES

- 5.1 The Finance and Resources Committee of the 12th November 2009 agreed that half yearly updates should be provided on the outcomes achieved through the investment in Fairer Aberdeen Fund.
- 5.2 Appendix 1 provides detail on programmes and projects funded through Fairer Aberdeen Fund between the 1st April and the 30th September 2013 for members’ consideration.
- 5.3 Appendix 2 lists the initiatives which are being funded in 2014-15.

6. IMPACT

The main purpose for the fund is targeting disadvantaged communities and vulnerable groups and individuals. The Fairer Aberdeen Board has agreed the following outcomes:

- Maximising income
- Getting people into work
- Improving mental health and well being
- Building stronger safer communities
- Increasing skills and creativity

In 2014-15 the Board will be reviewing priorities and outcomes in line with the Single Outcome Agreement and local needs.

The Fairer Aberdeen Fund also contributes to a wide range of objectives contained within the Councils policy statement, Aberdeen – the Smarter City in relation to “challenging inequalities wherever they exist and bringing our communities closed together.”

Fairer Aberdeen Fund initiatives also contribute to the delivery of the Council’s Anti-Poverty Strategy and have an important role in responding to Welfare Reform changes.

7. MANAGEMENT OF RISK

Failure to continue to address the needs of Aberdeen’s most disadvantaged communities would have a detrimental effect for the individuals and communities involved and potentially increased costs in the long term for public services. Supporting people into employment, maximizing people’s income, providing early intervention in relation to education and health is not only a better outcome for individuals but reduces the costs involved in responding to the effects of poverty in the long run.

8. BACKGROUND PAPERS

The information contained at Appendix 1 is based on the monitoring reports that funded projects are required to produce as part of the terms and conditions for Fairer Aberdeen Fund grant.

9. REPORT AUTHOR DETAILS

Susan Thoms
Fairer Aberdeen Fund Programme Coordinator, tel 01224 523833
sthoms@aberdeencity.gov.uk

Dave Kilgour
Strategist, tel 01224 523035
dkilgour@aberdeencity.gov.uk

Fairer Aberdeen Fund 2013-14

6 Month Progress Report (1st April – 30th Sept 2013)

In 2013-14 Aberdeen City Council allocated £1.625m to the Fairer Aberdeen Fund (previously the Fairer Scotland Fund). The fund is managed by the Fairer Aberdeen Board on behalf of Community Planning Aberdeen, and members are from Aberdeen City Council, partner organisations and communities.

The main purpose for the fund is targeting disadvantaged communities and vulnerable groups and individuals. The Board has agreed outcomes, neighbourhoods and vulnerable groups as priorities for use of the Fund:

Priority Outcomes:

- **Maximising income**
- **Getting people into work**
- **Improving mental health and well being**
- **Building stronger safer communities**
- **Increasing skills and creativity**

Priority Neighbourhoods:

- **Cummings Park**
- **Middlefield**
- **Northfield**
- **Seaton**
- **Tillydrone**
- **Torry**
- **Woodside**

Priority Groups:

- **People living in poverty**
- **Lone parents and families with children**
- **Unemployed people**
- **Children and young people**
- **People with health issues**
- **Older people**
- **Minority groups where an identified need can be evidenced**

This report details how the fund has been allocated and the progress made from April to September 2013.

Maximising income

£396,000 was allocated to this theme, which aims to improve access to affordable financial services and products, deliver financial education initiatives, and provide coordinated advice and information services.

St Machar Credit Union and North East Scotland Credit Union Access Project promote access to saving schemes and affordable loans across all the priority areas.

Citizens Advice Bureau Money Advice Outreach Project, Care and Repair and Aberdeen Illness and Disability Advice Service offer advice and information. Cash in your Pocket acts as a central hub for its financial inclusion partners and WEA build financial literacies into their education programmes.

A new initiative to receive funding is Aberdeen Food Banks Partnership, which aims to generate as much produce as possible for the benefit of those in food poverty, and to provide access to financial, employability and educational support and information.

Over the 6 months 1587 affordable loans, totalling almost £1 million, were provided by the credit unions.

1076 people received money advice and income maximisation advice, resulting in client financial gain of £1,090,000

Getting People into Work

£295,000 was allocated to ensuring that people had access to the support and skills they needed to return to work.

Pathways Employability service supports people into work, offering help with CVs, job searches and completing application forms. They run weekly drop in sessions in all the priority areas.

North East Sensory Services Employment Service supports people with sight and/or hearing impairments, as well as helping people retain employment.

Station House Media Unit delivers the SHMU Train Initiative, as well as early intervention work in schools. WEA and the Princes Trust Team Programme offer training and development programmes for young people.

Pathways managed the Support Fund which helps to pay expenses that can be a barrier to returning to work.

Over the 6 months 142 people moved into work. Weekly employment support drop in sessions were run in 14 priority neighbourhoods. 104 young people were involved in employability initiatives with 37 of them moving on to employment, education or training.

Improving Health and Wellbeing

£315,000 was allocated to health and wellbeing and reducing health inequalities.

Pathways to Wellbeing and Mental Health Aberdeen provided counselling services in all of the priority areas, Seaton Support for Recovery and the Tillydrone M26 group offered support to people recovering from drug, alcohol and mental health issues.

Printfield Feel Good and Tillydrone Health and Wellbeing projects offered complementary health treatments and Healthy Roots continued to maintain Manor Park in Middlefield.

Homestart offered home visiting support to families in need, and the Cyrenians supported homeless people, both initiatives had a large number of volunteer hours contributed. The Community Food Development project continued to improve access to affordable and healthy food.

Ashgrove Family Centre received funding to buy equipment for their Outdoor Explorers group and Give Kids A Chance provided opportunities for vulnerable young people to take part in hobbies and activities.

Over the 6 months 214 adults and 114 children used the mental health counselling provision. 70 Community Food Outlets were operating and 12.5 tonnes of free FareShare produce was distributed to 35 organisations.

Building Stronger, Safer Communities

£280,000 was allocated to supporting neighbourhood projects and services and contributing to community safety.

Community Flats in Cummings Park, Printfield, Seaton and Tillydrone offer a range of services and activities as well as providing venues for other organisations to work within local communities.

Middlefield Youth Flat offered services for young people, and for under 11s through its Supporting Volunteers work. Additional youth activities were provided by the Big Bang Drumming Group, ACT Attack and Fersands Youth Work Support.

Family support work and a Twos group were funded in Fersands Family Centre and Choices Relationship Revolution aimed to raise awareness of gender based violence amongst young people.

Free To Succeed supported female offenders being released from prison, and Operation Begonia provided additional police patrols to engage with on street sex workers. With reduced numbers of calls to the police regarding on street prostitution, and fewer women encountered, Operation Begonia will now begin to target off street sex workers.

Over the 6 months there were 481 hours of patrols engaging with on street sex workers, and 7 women offenders supported during their release from prison. 978 people engaged in services and activities in community flats and there were over 5000 attendances at Cummings Park, Seaton and Tillydrone community flats.

Increasing Skills and Creativity

£220,000 was allocated to supported learning and creative activities.

The Creative Learning Team delivered Creative Communities, a participatory arts for regeneration programme, and Station House Media Unit supported Community Media and Youth Media.

The Reading Bus delivered story telling sessions in schools, and Stockethill Step up provided activities for adults.

Silver City Surfers provided IT sessions for older people, WEA focused on providing literacy support for non-traditional learners, and Literacies for Life, delivered by the Adult Learning Service, provided literacy opportunities.

St Machar Parent Support Project Positive Lifestyles supported parents, particularly with issues arising from benefit reforms.

Over the 6 months there were 299 people involved in Arts activities, 477 in adult learning activities and 115 in producing community media. 367 young people and 212 adults were involved in volunteering, contributing 14,618 volunteer hours.

From 1st April to 30th September over £1,500,000 has been awarded to over 50 initiatives, supporting Projects in Regeneration Areas and work across the City with vulnerable groups and individuals. Grants range from £2,000 to £170,000 in value.

A total of 10,486 people have been involved in funded initiatives, 2,969 of them under 16. 628 volunteers have carried out an estimated 46,622 hours of volunteering time.

**Susan Thoms
Fairer Aberdeen Fund Coordinator**

Fairer Aberdeen Fund Programme 2014-15

Maximising Income

Care and Repair Funding Officer
 CAB Money Advice Outreach Project
 Cash In Your Pocket Team
 NESCU Credit Union Access Project
 St Machar Credit Union
 WEA Count Us In
 Aberdeen Illness and Disability Advice Service
 Aberdeen Food Banks Strategy

Care and Repair
 Citizens Advice Bureau
 ACVO
 North East Scotland Credit Union
 St Machar Credit Union
 WEA
 AIDAS
 CFINE

Getting People Into Work

Princes Trust Team Programme
 NESS Employment Service
 Pathways
 SHMU Train Initiative
 Dynamics
 Employability

Aberdeen Foyer
 North East Sensory Services
 Pathways
 Station House Media Unit
 WEA
 WEA

Improving Health and Wellbeing

Seaton Support for Rehab/Recovery
 Street Alternatives
 Community Food Development Project
 Give Kids A Chance
 Healthy Roots - Manor Park
 Home-Start
 ACIS Youth Counselling
 Calsayseat Counselling
 Torry Adult Counselling & Torry Talk
 Pathways to Wellbeing
 Feel Good Project
 Health & Well Being Project

ACC, Education Culture and Sports
 The Cyrenians
 CFINE
 Children 1st
 Healthy Roots
 Home-Start Aberdeen
 Mental Health Aberdeen
 Mental Health Aberdeen
 Mental Health Aberdeen
 Pathways
 Printfield Community Project
 Tillydrone Community Flat

Building Stronger, Safer Communities

Cummings Park Community Flat
 Big Bang Drumming Group
 Operation Begonia
 Supporting Volunteers and Under 11s work
 Middlefield Youth Flat
 STAR Community Flat
 ACT Attack
 Tillydrone Community Flat
 Relationship Revolution
 Family Support Worker
 Youth Work Support
 Twos Group
 Printfield Community Project
 Free To Succeed - Closing the Gaps

Cummings Park Flat M/C
 Aberdeen Lads Club
 Scottish Police Authority
 Middlefield Community Project
 Middlefield Community Project
 Langstane Housing Association
 St George's Church
 Tillydrone Community Flat M/C
 Choices Aberdeen
 Fersands Family Centre
 Fersands Community Project
 Fersands Family Centre
 Printfield Community Project
 Torry Trust

Increasing Skills and Creativity

Creative Communities
 Reading Bus
 Stockethill Step Up
 Silver City Surfers
 Community Media
 Youth Media
 Positive Lifestyles
 WEA - Alternative Literacies
 Literacies for Life

ACC, Arts Development
 ACC, Education
 Cornhill Community Centre
 Silver City Surfers
 Station House Media Unit
 Station House Media Unit
 St Machar Parent Support Project
 WEA
 ACC, Lifelong Learning

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	14 May 2014
DIRECTOR	Angela Scott
TITLE OF REPORT	Update – Street-begging
REPORT NUMBER:	CG/14/061
CHECKLIST RECEIVED:	YES

1. PURPOSE OF REPORT

The purpose of the report is to update the Council on progress on the byelaw regarding street-begging.

2. RECOMMENDATION(S)

The Council is recommended to note the report.

3. FINANCIAL IMPLICATIONS

There are no financial implications arising from this report

4. OTHER IMPLICATIONS

There are no other implications arising from this report beyond those set out in the report to the Council's meeting on 18 December 2013

5. BACKGROUND/MAIN ISSUES

The Council, at its meeting on 18 December 2013, approved the wording of the proposed byelaw; approved the designated area; and instructed officers to take all necessary steps to complete the statutory process to seek confirmation of the byelaw from the Scottish Government.

Statutory procedures have been followed to advertise notice of intention to apply for confirmation and the application for confirmation has been made to the Scottish Government. A limited number of objections was made to the Scottish Government and officers have submitted views on those objections. The Scottish Government is

considering the position and a decision is awaited. We have been in touch with the Scottish Government seeking an update on timing of the decision and as at the date of writing await a response.

A further update report will be provided to the next Council meeting.

6. 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. The issues identified in the report to Council on 18 December 2013 continue to exist.

7. MANAGEMENT OF RISK

The issues identified in the report to Council on 18 December 2013 continue to exist.

8. BACKGROUND PAPERS

Council report – 18 December 2013

9. REPORT AUTHOR DETAILS

Alyson Mollison
Legal Manager

E-mail: amollison@aberdeencity.go.uk
Telephone: 01224 522557

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	14 May 2014
DIRECTOR	Pete Leonard & Angela Scott
TITLE OF REPORT	Proposed Byelaw regarding Camping in Designated Places
REPORT NUMBER:	H&E/13/090
CHECKLIST RECEIVED:	YES

1. PURPOSE OF REPORT

The purpose of this report is to obtain a decision from Council on progression of a byelaw to prohibit unauthorised camping to various designated sensitive areas - a proposed byelaw is presented for Council's approval. The byelaw would apply in the areas shown in the maps annexed to the draft byelaw. The report provides background information on unauthorised camping activity and related work being undertaken to address the issues.

2. RECOMMENDATIONS

The Council is recommended to:

Decide whether to approve a camping byelaw and the areas to which to 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 £6000 would be incurred in placing a press advert in accordance with the Local Government (Scotland) Act 1973 and erecting extensive signage which would be required in the designated areas. Any costs could be contained within existing Housing and Community Safety budgets however future decisions through the budget setting process may impact on this.

4. 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 camping 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 clarification of defined areas and on the activity sought to be prohibited.

5. Progress

Members will be aware that there are clear links between the work that the Council is undertaking in respect of identification of short term halting sites for Gypsy/Travellers and the development of a byelaw and the ongoing review that the Equal Opportunities Committee of the Scottish Government have begun.

The aim of the proposed byelaw is to prevent people from camping on the most sensitive, high profile public places, where the adverse visual and other physical consequences of encampments are likely to attract the most attention together with complaints and negative media coverage.

All of the Council’s recent experiences with unauthorised encampments have involved Gypsy/Travellers. This is one of series of steps intended to address the issues taking account of the Council’s public sector equality duty. It is considered that a byelaw identifying specified places where camping is not permitted and making a breach of the byelaw an offence may act as a signpost and discourage camping in these areas. If successful it may help foster good relations in that tensions may ease between the settled community and Gypsy/Travellers if the potential negative impact of, and negative media coverage on unauthorised encampments on the listed places were to cease.

Although there are existing provisions in law for dealing with problem individuals/groups/sites, the Aberdeen experience is that this is not working. The view is that Aberdeen has faced unprecedented instances of unauthorised encampment activity.

The byelaw is needed over and above the current legislative powers. In terms of Unauthorised Encampment activity last year (2013), there were 81 in Aberdeen – (38 private & 43 Council). The costs associated with the Council encampments were as follows – Clear up costs - £66,305.20, Legal costs - £1,156.00 and Sheriff Officer fees - £5087.30. There have been 26

Unauthorised Encampments to date this year but costs have not yet been determined.

There have been various potentially high profile flashpoint incidents over the last three years, namely at Riverview Drive, Dyce, Torry and Calder Park and Hazlehead Academy last year and more recently at Queens & Kings Links and Aulton Playing Fields. These incidents saw increased media coverage, higher numbers of enquiries/complaints, serious potential breach of social media good practice and etiquette as well as considerable costs associated with clear ups and legal recovery.

Intelligence and evidence suggests that when these encampments arise, it is evident that high levels of fly tipping, increased levels of waste including human excrement arise. Many of these are repeat in nature and recur at the most sensitive of places which not only is unsightly and potentially health hazardous but causes a disruption to organised events and sporting facilities through lost amenities.

This behaviour is in breach of the following current legislation;

- Trespass Scotland Act 1865
- Parks & Outdoor Areas Management Rules 2014
- Environmental Protection Act 1990
- Special Waste Regulations 1996

Although reports of this behaviour are regularly reported when unauthorised encampments arise, it has not always been possible for the public authorities to categorically prove who carried out these acts. While it is not realistic to expect a byelaw to remedy the situation entirely it is hoped that a byelaw will assist in preventing this kind of situation arising at these sensitive sites, which would have a beneficial impact on community relations.

Byelaw

A byelaw to prohibit camping in designated areas is included at Appendix A. This has been developed from the very draft suggestion considered at the Council meeting on 1 May 2013 to take account of issues raised by members and others and with a focus on equality issues. Should Council decide to approve a camping byelaw the Council must approve the wording of this as part of its decision.

Reflecting that the most problematic activity occurs on sensitive areas the byelaw would apply to the areas shown on the maps annexed. Location maps have been prepared with clearly defined the boundaries of the areas within which camping are to be prohibited – the maps are on display in the Members Lounge. The areas have been chosen for inclusion given the historical nature of usage as unauthorised encampments – sometimes in repeat form and to protect these areas for the enjoyment of the wider community. Some areas have also been included in response to previous consultations undertaken.

The byelaw would also have a preventative aspect in so much as if it discourages camping in these areas it should prevent problems of fly tipping and environmental hazards occurring at these highly visible and sensitive areas and avoids the requirement for repeat, regular eviction orders – reducing court time, associated cost savings and reducing the impact of eviction on the travelling community.

The initial areas/locations are as follows;

Hazlehead Park, Lochinch Park, Westburn Park, Duthie Park, Stewart Park, Seaton Park, Calder Park, Bay of Nigg, Kingswells Park & Ride, Riverview Drive, Aberdeen Exhibition & Conference Centre, Queens Links, Kings Links, Aulton Playing Fields, Alan Douglas Park, Eric Hendrie Park and Westfield Park.

Officers have consulted Police Scotland and the Procurator Fiscal regarding a potential byelaw.

Police Scotland would be responsible for enforcing a byelaw and Police Scotland's final response is awaited.

The Procurator Fiscal would be responsible for prosecuting offences under any future byelaw and the Procurator Fiscal response is attached at Appendix B.

There has been a robust consultation exercise with partners and Community Councils which has sought feedback on the byelaw proposals. The questions asked were;

1. Do you think that the byelaw is appropriate to prevent overnight camping in designated areas?
2. Are you content with the areas proposed for the byelaw?
3. Are you content with the wording of the proposed byelaw?
4. Do you have any other comments on the proposed byelaw?
5. What ideas do you have to better manage this situation?

The consultation exercise carried out as part of the Equality and Human Rights Impact Assessment (EHRIA) – attached as Appendix C, clearly showed that businesses and community councils (with the exception of Mastrick, Sheddocksley and Summerhill) and parent councils representing the interests of the settled community are in favour of the introduction of a byelaw. Nigg Community Council, perhaps one of the areas most adversely affected by unauthorised encampments stated the urgent need for “managed halting sites” to be provided. Mastrick, Sheddocksley and Summerhill Community Council have indicated that the current legislation already in place covers the situation.

The Grampian Gypsy/ Traveller Inter-agency Group, Grampian Regional Equality Council and North- East Scotland Equality Network are unsupportive of this approach without having the provision of alternative suitable

accommodation in place. Several contributors are concerned that this is proposing a two-tiered response to the situation as private landowners will not be offered the same protection and cover as the local authority. In response to this, although many of the facilities are Council run and owned, this approach will go some way to protecting public assets – i.e. it is in the interests of all citizens and Council Tax payers to see these types of problems resolved.

The Gypsy Traveller Liaison Officer/Site Manager has also undertaken on site consultation with the service users at Clinterty and through an outreach approach with those Gypsy/Travellers at the various unauthorised encampments this year. Unsurprisingly, the consensus is that the byelaw is not welcome; however Gypsy/Travellers would welcome the delivery of increased short term halting sites.

Council officers have liaised with counterparts across the country and although unauthorised encampments do exist in other local authority areas, the challenges that Aberdeen face is unprecedented in scale, presumably due to the local economy and the associated employment opportunities. Therefore, this is very much a local solution to resolve the local challenges and the impact on resources

6. IMPACT

Addressing the social, health and housing needs of Gypsies/Travellers supports various objectives within the single outcome agreement and five-year business plan.

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. There are various negative and positive impacts likely to arise through the implementation of a byelaw.

The first Scottish Parliament Inquiry into Gypsy/ Traveller life took place in 2001 and made 37 recommendations to improve services and access to services for the Gypsy/ Traveller community. One of these highlighted the need for suitable stopping places for Gypsy/ Travellers. Thirteen years later, there remains a local and nationwide shortage of suitable "official" accommodation for Gypsy/Travellers. Opposition to potential "official" site development, whether through the negative experience of the settled community around high profile unmanaged, unauthorised encampments and/or discrimination has meant that there is still a shortage of official sites and that Gypsy/ Traveller families still face the stress of being "moved on" and difficulty in accessing education and health services.

In spite of this, Aberdeen City Council have provided additional stop over facilities in the short term at Clinterty and there remains provision within the Local Development Plan to develop facilities linked to new build development

at Loirston, Grandholm and Newhills expansion sites as well as already approving the progression of a short term halting site at Howes Road. The accompanying EHRIA demonstrates the challenge in balancing the needs of the Gypsy/Traveller community with those of local businesses and settled community. (See Section 4 and 5 of the EHRIA for the Impact Assessment Tests) Members should also be aware of the council's need to have due regard to comply with the General Duty of the Equality Act (2010) as set out in Section 3 e. Attention should also be given to Section 3f of the EHRIA where members can see where this proposal achieves some of the council's Equality Outcomes (agreed and published in April 2013 for 2013-17), and may contribute towards some. This section also shows how this proposal on its own, without the provision of alternative suitable accommodation in place will not meet the Equality Outcomes.

Unauthorised camping is a subject that attracts a high profile in local media. Discussions about a camping byelaw are likely to be a matter reported nationally.

7. MANAGEMENT OF RISK

Care must be taken that public expectation is not raised unrealistically that a camping byelaw may be secured and that should it be, then it would eradicate camping problems in the city. There will inevitably be instances where displacement will occur and we would manage this in similar terms to the current approach by working with Gypsy/Travellers on a case by case basis.

Within the risk management section of the EHRIA (section 7) the following actions are recommended

Provision of alternative official accommodation

Action plan to build bridges, improve communication and foster good relations and

Regular monitoring of the situation.

8. BACKGROUND PAPERS

Update report and minute of Council meeting 31 October 2013.

Update report and minute of Council meeting 18 December 2013.

9. REPORT AUTHOR DETAILS

<p>Martin Smith Area Housing Manager</p> <p>Telephone: 01224 788538 Email: martinsmith@aberdeencity.gov.uk</p>	<p>Alyson Mollison Legal Manager</p> <p>Telephone: 01224 522557 Email: amollison@aberdeencity.gov.uk</p>
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Aberdeen City Council
(Prohibition of Camping in Designated Areas) Byelaws 2014

Aberdeen City Council (“the Council”), in exercise of the powers conferred on it by Sections 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. In these byelaws, unless the context otherwise requires:
 - (1) “Designated Area” means any place within the areas shown delineated in red on the maps annexed and executed as relative hereto;
 - (2) where the boundary of any Designated Area is a wall, fence, hedge or other such enclosure it shall be regarded as lying within the designated area;
 - (3) in these byelaws the term “over-night” shall mean from 6pm to 6am (or any part thereof);
 - (4) “caravan” means a caravan which is mobile or affixed to the land;
 - (4) in these byelaws the term “shelter” will not apply to an umbrella;
 - (5) These byelaws may be cited as the Aberdeen City Council (Prohibition of Camping in Designated Areas) Byelaws 2014.

Offence

- 2(1) It shall be an offence for any person to:

- (a) set up, use or occupy a caravan, campervan, motorhome or tent overnight;
- (b) set up, use or occupy a form of shelter overnight; or
- (c) occupy a vehicle overnight;

within a Designated Area.

- (d) to refuse to leave a Designated Area, after being requested to do so either by a Council Officer or by a Police Officer having reasonable grounds for believing that such person is committing, has committed or is about to commit an offence under these byelaws.
 - (e) to refuse to provide their correct full name, date of birth and address and registration of any vehicle in which they have travelled to or within the Designated Area to a Council Officer or Police Officer who has reasonable grounds for believing that such person is committing, has committed or is about to commit an offence under these byelaws.
- (2) A new offence under subsection (1) is deemed to have been committed for each period of 24 hours during which any activity listed in subsection (1) takes places in a Designated Area.
- (3) 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.

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 not be a defence in proceedings against a person for an offence under these byelaws that the Council failed to comply with paragraph (1) of this byelaw.

Exemptions

- 4 On prior application in writing to the Council by an individual or group, the Council shall be entitled at its sole discretion to grant exemption under these byelaws. Any exemption so granted shall be in writing, shall specify the precise location within the Designated Area for which the exemption is granted, shall specify the activity or activities for which the exemption is granted and shall specify the duration of the period of such exemption, and any terms or conditions which may apply to such exemption. It shall be an offence to contravene any such terms and conditions imposed by the Council.

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From: Shanks, Andrew (Procurator Fiscal, High Court, North of Scotland)
Sent: 30 April 2014 16:25
To: Martin Smith
Cc: McLeod, Nicola; Verena Dunnett
Subject: H&E/13/090 Proposed Byelaw Regarding Camping in Designated Places

Martin

Thank you for your email of 22 April 2014 and for sharing the draft report with me.

The comments attributed to the Procurator Fiscal at page 4 were made by my predecessor Andrew Richardson and I would be grateful if they could be removed and substituted with my own contribution, below.

I make no comment on the appropriateness of the new byelaw. That is a matter entirely for others to consider and I will restrict my comments to the practicality and enforceability of any new provision.

From an enforcement perspective therefore, I have no specific comment to make on the wording of the current draft. I am however bound to point out that the lodging in any premises or occupying or encampment on any land, being private property without the consent and permission of the owner or legal occupier of such premises, is an existing offence under section 3 of the Trespass (Scotland) Act 1865. As you will be aware, there is a general presumption against prosecution of travellers for unauthorised encampment in terms of section 3. However, the presumption may be rebutted by other public interest considerations in favour of prosecution. Therefore, in circumstances where there is sufficient evidence in law to establish that alleged conduct has contravened both the 1895 Act and any new byelaw, this presumption against prosecution would still apply. I should also point out that this presumption only refers to the physical occupation of land and not to other criminal offences. The criminal law applies equally to all members of the public and if a crime is reported to the police it will be investigated and where sufficient evidence exists reported to the Procurator Fiscal for consideration.

Of course, the presumption against prosecution outlined above is distinct from enforcement which is an operational matter for the police responsible for the area in question.

I hope this is helpful.

Andy

Andy Shanks
Procurator Fiscal, High Court, North of Scotland

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Equality and Human Right Impact Assessment: The Form



EHRIA

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, the word “proposal” refers to policy, strategy, plan, procedure, report or business case. This then, embraces a range of different actions such as setting budgets, developing high level strategies and organisational practices such as internal restructuring. Please also refer to the “Completion Terminology” at the end of the form.

Aberdeen City Council

1: Equality and Human Rights Impact Assessment- Essential Information									
Name of Proposal: Proposed Byelaw regarding Camping in Designated Areas	Date of Assessment 27/03/14								
Service: Housing	Directorate: Housing and Environment								
Committee Name (Where appropriate): Council	Date of Committee (Where appropriate): 14 May 2014								
Who does this proposal affect? Please Tick ▼	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Employees</td> <td style="width: 20%; text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Job Applicants</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Service Users</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td>Members of the Public</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> </table>	Employees	<input type="checkbox"/>	Job Applicants	<input type="checkbox"/>	Service Users	<input checked="" type="checkbox"/>	Members of the Public	<input checked="" type="checkbox"/>
Employees	<input type="checkbox"/>								
Job Applicants	<input type="checkbox"/>								
Service Users	<input checked="" type="checkbox"/>								
Members of the Public	<input checked="" type="checkbox"/>								

	<p>Other (List below) <input checked="" type="checkbox"/></p> <p>Gypsy/ Traveller families who are the predominant group who camp overnight, tourists and potential tourists, businesses and local communities.</p> <p>Local communities and businesses.</p>
<p>2: Equality and Human Rights Impact Assessment- Pre-screening</p>	
<p>Is an impact assessment required?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>If No, what is the evidence to support this decision? (Once this section is completed, please complete section 8 of the form).</p>	

3: Equality and Human Rights Impact Assessment

a- What are the aims and intended effects of this proposal?

Members will be aware that there are clear links between the work that the Council is undertaking in respect of identification of short term halting sites for Gypsy/Travellers and the development of a byelaw and the ongoing review that the Equal Opportunities Committee of the Scottish Government have begun.

The aim of the proposed byelaw is to prevent people from camping on the most sensitive, high profile public places, where the adverse visual and other physical consequences of encampments are likely to attract the most attention together with complaints and negative media coverage.

All of the Council's recent experiences with unauthorised encampments have involved Gypsy/Travellers. This is one of series of steps intended to address the issues taking account of the Council's public sector equality duty. It is considered that a byelaw identifying specified places where camping is not permitted and making a breach of the byelaw an offence may act as a signpost and discourage camping in these areas. If successful it may help foster good relations in that tensions may ease between the settled community and Gypsy/Travellers if the potential negative impact of, and negative media coverage on unauthorised encampments on the listed places were to cease.

<p>b- What equality data is available in relation to this proposal?</p> <p>(Please see guidance notes)</p>	<p style="text-align: center;">Within Aberdeen City Jan.- March 2013</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>No of Encampments</th> <th>Average no of days</th> <th>Average no of caravans</th> <th>Breach of code</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">13</td> <td style="text-align: center;">9</td> <td style="text-align: center;">10</td> <td style="text-align: center;">9</td> </tr> </tbody> </table> <p style="text-align: center;">April- June</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>No of Encampments</th> <th>Average no of days</th> <th>Average no of caravans</th> <th>Breach of code</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">34</td> <td style="text-align: center;">13</td> <td style="text-align: center;">16</td> <td style="text-align: center;">19</td> </tr> </tbody> </table> <p style="text-align: center;">July- September</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>No of Encampments</th> <th>Average no of days</th> <th>Average no of caravans</th> <th>Breach of code</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">23</td> <td style="text-align: center;">14</td> <td style="text-align: center;">12</td> <td style="text-align: center;">14</td> </tr> </tbody> </table> <p style="text-align: center;">October- December</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>No of Encampments</th> <th>Average no of days</th> <th>Average no of caravans</th> <th>Breach of code</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">7</td> <td style="text-align: center;">8</td> <td style="text-align: center;">8</td> <td style="text-align: center;">4</td> </tr> </tbody> </table> <p>There are now frequent large scale encampments of 30 caravans of Traveller families coming to the city to seek work.</p>	No of Encampments	Average no of days	Average no of caravans	Breach of code	13	9	10	9	No of Encampments	Average no of days	Average no of caravans	Breach of code	34	13	16	19	No of Encampments	Average no of days	Average no of caravans	Breach of code	23	14	12	14	No of Encampments	Average no of days	Average no of caravans	Breach of code	7	8	8	4
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<p>c- List the outcomes from any consultation that relate to equalities and/or human rights</p>	<p>We have consulted with Gypsy/ Travellers, the Grampian Gypsy/ Traveller Inter-agency Group, the Scottish Council for Development of Industry, Chamber of Commerce, the Federation of Small Businesses, community councils, Aberdeen Older People's</p>																																

issues e.g. with employees, service users, Unions or members of the public that has taken place in relation to the proposal.

Advisory Group, the Aberdeen City Youth Council, the Pupils' Forum and parent councils.

The Federation of Small Businesses is supportive of the proposal.

The views from the HM Revenue and Customs Officer response were supportive.

Waitrose is supportive and added that the proposal should include motorhomes and that school playing fields, nature reserves (beach area) should also be included. They noted that all open caravans sites have been closed within the city boundaries.

“These types of sites should be available so people can stay overnight for a payment towards facilities used”.

The Grampian 50+network have stated that the proposal appears appropriate except that it may be prudent to include the prohibition of making a fire to be an offence as this can lead to severe damage to the area. They go on to say that an aid to enforcement would be to have suitable alternative locations identified to where the Gypsy/ Travellers can be directed.

Aberdeen Parent Council Forum and Dyce Academy Parent Council were also supportive.

Nigg Community Council is supportive and added that

Under Section (2) “Offence”, :- Bylaw should include, “Failure to comply with request to leave, will / may result in seizure of vehicles”. They also said that there is an “URGENT” need for “managed halting sites” to be provided.

Mastrick, Sheddocksley & Summerhill Community Council are not supportive of this

approach and have indicated that the current legislation already in place covers this situation.

Torry Community Council are supportive of this proposal but would prefer to see Torry Headland indicated as Nigg Bay is too narrow a descriptor in their view. They would also like to see mobile CCTV set up to monitor sites where illegal camps are set up.

Cove & Altens Community Council are supportive of the proposal but would wish to see their recreational areas and tree belt protected to the North of Altens and running down the coast road placed on the nomination list as well as Loirston Green. They would also wish to see a blanket byelaw introduced for all city open spaces.

We have consulted on this proposal with members of the Grampian Gypsies/Traveller Inter-Agency Group, which includes Police Scotland, Grampian Regional Equality Council and the two neighbouring local authorities as well as the Council's Equality Officer.

The Grampian Gypsy/ Traveller Inter-agency Group has concerns that this proposal, without the provision of alternative official accommodation for Gypsies/ Travellers, will not help solve the issue but rather move the Travellers on and divert the focus from the need to address the local and national shortage of suitable sites.

The view of the group is that the proposal should extend to private land as well as land in public ownership, so that private landowners are offered the same protection and cover as the public authorities.

The North – East Scotland Equality Network (NESEN) was of the view that it is very doubtful whether the proposed Byelaw would have any positive impact and indeed it may prove counterproductive. NESEN believes that the root of the problem is that there are not enough authorised sites/encampments available for the Gypsy/Traveller community e.g.: the Clinterty site is not big/accessible enough to meet needs. The

community is effectively left with no option but to camp at unauthorised sites -a Byelaw would not change this situation. There was widespread consensus within NESEN that in order for relations to improve significantly and sustainably some form of increased site provision is necessary. NESEN strongly feel that before this is done it would be unfair and damaging to community relations to introduce a Byelaw e.g.: there first needs to be more legal/authorised sites available in and around Aberdeen City before any further laws are implemented.

Grampian Regional Equality Council (GREC) and NESEN share the concerns regarding the recent deterioration in community relations with the Gypsy/Traveller community. They consider that the Facebook page is most unfortunate and unhelpful and have asked for a statement to go out reminding people that as with any matter although free speech is respected and encouraged people should ensure that any comments made do not breach policy and potentially legislation with respect to Prejudice Incidents/Hate Crime.

The Grampian Gypsy/ Traveller Inter-agency Group, Grampian Regional Equality Council and North- East Scotland Equality Network are unsupportive of this approach without having the provision of alternative suitable accommodation in place. Several contributors are concerned that this is proposing a two-tiered response to the situation as private landowners will not be offered the same protection and cover as the local authority. In response to this, although many of the facilities are Council run and owned, this approach will go some way to protecting public assets – i.e. it is in the interests of all citizens and Council Tax payers to see these types of problems resolved. We are still collating feedback and should have this finalised by end of week so detail will feature here and in EIHRA

The Gypsy Traveller Liaison Officer/Site Manager has also undertaken on site consultation with the service users at Clinterty and through an outreach approach with those Gypsy/Travellers at the various unauthorised encampments this year.

	<p>Unsurprisingly, the consensus is that the byelaw is not welcomed, however Gypsy/Travellers would welcome the delivery of increased short term halting sites.</p> <p>Council officers have liaised with counterparts across the country and although unauthorised encampments do exist in other local authority areas, the challenges that Aberdeen face is unprecedented in scale, presumably due to the local economy and the associated employment opportunities. Therefore, this is very much a local solution to resolve the local challenges and the impact on resources</p>
<p>d- Financial Assessment</p> <p>If applicable, state any relevant cost implications or savings expected from the proposal.</p>	<p>Costs (£)</p> <p>Implementation cost <input type="text" value="£6000"/></p> <p>Projected Savings <input type="text" value="£65000 approx"/></p>
<p>e- How does this proposal contribute to the public sector equality duty: to eliminate discrimination, harassment and victimisation; advance equality of opportunity; and foster good relations?</p>	
<p>To comply with the General Duty, Aberdeen City Council must have due regard to all three of these elements.</p>	

If the council were to proceed with this bye-law in the absence of doing anything positive and proactive to find suitable, alternative provision of accommodation for Gypsy/Travellers, then this proposal may constitute indirect discrimination as it will potentially impact more negatively on Gypsy/ Travellers than any other group, who we acknowledge do not have adequate stopping places, both locally and nationally. However the public perception, as reported, is that it is they who perceive themselves to be “harassed and victimised and unable to enjoy their usual lifestyles because of the presence of large unauthorised encampments”.

In spite of this, Aberdeen City Council have provided additional stop over facilities in the short term at Clinterty and there remains provision within the Local Development Plan to develop facilities linked to new build development at Loirston, Grandholm and Newhills expansion sites. In addition, Council has approved the development of a short term halting site at Howes Road and this is currently being progressed.

It is difficult to see how this proposal may advance equality of opportunity if Gypsy/ Travellers are less able to access health, education and social care from being moved on. Therefore the introduction of such a proposal needs to be married with the provision of official accommodation. In the longer term, this could be the opportunity to address the social, health and housing needs of Gypsies/Travellers.

The proposal aims to reduce community tensions and avoid potential flashpoints at known sites, as evidenced on several occasions in recent months within Aberdeen city. It aims to improve relations between Gypsies/ Travellers and the settled community as a result of reduced tensions due to fewer unauthorised encampments and subsequent less negative media coverage. Therefore this can contribute to the council’s duty to “foster good relations.”

This proposal applies to public land only and offers no solution to private landowners, who may feel aggrieved if there is subsequently an increase in the number of unauthorised encampments moving onto private land from public land as a result of this proposal.

f- How does this proposal link to the Council's Equality Outcomes?

This proposal will help the council achieve Equality Outcomes:

Tangible results from an improved Community Planning Partnership working for more effective delivery.

Strong and effective leadership that has and demonstrates an ethos of public service and treating everyone with respect – the council is trying to take leadership and exercise fairness.

The city environment and green spaces are cleaner, better maintained and more family friendly, taking account of physical accessibility and the needs of older people.

People with protected characteristics who make better use of cultural and sporting facilities. (some young people have been prevented from accessing football pitches, parks etc. due to unauthorised encampments)

It may contribute towards Equality Outcomes:

People who feel safe in their homes and in a city that is family friendly by night (primarily for the settled community and perhaps for Gypsy/ Travellers, should the provision of alternative accommodation follow.)

It is difficult to see that the proposal on its own meets Equality Outcomes:

Accommodation that meets the needs, culture and lifestyle of Gypsy/Traveller)s normally resident in, and visiting, the city of Aberdeen.

Reduced the gap in educational attainment between pupils.

People with protected characteristics have their social care needs met.

Effective customer service that is aware of the differences and requirements of different groups.

Improved opportunities for people with protected characteristics to participate in public life.

4: Equality Impact Assessment - Test

What impact will implementing this proposal have on employees, service users or other people who share characteristics protected by *The Equality Act 2010*?

Protected Characteristic:	Neutral Impact: Please ✓	Positive Impact: Please ✓	Negative Impact: Please ✓	Evidence of impact and if applicable, justification where a 'Genuine Determining Reason'* exists *(see completion terminology)
Age (People of all ages)		✓	✓	May impact negatively on Gypsy/ Traveller children and older people if less able to access healthcare and for children being less able to access education through being moved on. However, there may be a positive impact on the families of local settled communities who report feeling intimidated at being close to unauthorised encampments and are prevented from accessing leisure and recreational facilities.
Disability (Mental, Physical, Sensory and Carers of Disabled people)			✓	May impact negatively if Gypsy/ Travellers with disabilities are less able to access health and social care.
Gender Reassignment	✓			
Marital Status (Marriage and Civil Partnerships)	✓			
Pregnancy and				

Maternity			√	May impact negatively on pregnant Gypsy/ Traveller women or women with young babies if less able to access ante and post-natal healthcare.
Equality Impact Assessment Test:				
What impact will implementing this proposal have on employees, service users or other people who share characteristics protected by <i>The Equality Act 2010</i>?				
Protected Characteristic:	Neutral Impact: Please ✓	Positive Impact: Please ✓	Negative Impact: Please ✓	Evidence of impact and if applicable, justification where a 'Genuine Determining Reason'* exists *(see completion terminology)
Race (All Racial Groups including Gypsy/Travellers)		√	√	There are various negative and positive impacts likely to arise through the implementation of a byelaw. Outcomes in the longer term. Relationships between Gypsy/ Travellers and the settled communities may improve if there are no unauthorised encampments in these very visible and sensitive areas However, all unauthorised sites outwith these sensitive areas will be (as they are now) treated on their merits and also on their adherence to the council's Good Neighbour Code. There is the potential to reduce the overall number of evictions served on Gypsy/ Travellers. Clarification on the legal status of these sites will enable Gypsy/ Travellers to make more informed choices about the suitability of sites for unauthorised encampments

				<p>However, Gypsy/ Travellers, if evicted, may face homelessness and the subsequent stress of being “moved on”. If evictions are progressed, there may be no alternative provision for Gypsy/ Travellers as the official site at Clinterty is full and operates a waiting list. The nearest official site to Clinterty is at Banff Springs in Moray which is seasonal and also regularly full. The continual moving on of Travellers means more limited access to education and healthcare for the families concerned.</p> <p>There may be increased tensions between Gypsy/Travellers and private landowners, should Gypsy/ Travellers be displaced onto private land, with the reputational damage and the negative media coverage that this would bring.</p> <p>In the longer term, this could be the opportunity to address the social, health and housing needs of Gypsies/Travellers.</p>
Religion or Belief or Non-belief	√			
Sex (Women and men)	√			
Sexual Orientation (Heterosexual, Lesbian, Gay And Bisexual)	√			
Other (e.g: Poverty)		√		Reducing levels of unauthorised camping is likely to improve the environment and the situation for the settled community ,

					<p>the local businesses ,who would be affected by the negative aspects and unauthorised encampments, eg, litter and waste and tourists and visitors and potential tourist and visitors to the city.</p> <p>This would also reduce the number of complaints to the council and the time and cost of dealing with unauthorised encampments.</p>
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5: Human Rights Impact Assessment Test

Does this proposal have the potential to impact on an individual’s Human Rights? Evidence of impact and , if applicable, justification where the impact is proportionate

Article 2 of protocol 1: Right to education	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Evidence: May impact on the rights of Gypsy/ Traveller children to education</p>
Article 3: Right not to be subjected to torture, inhumane	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Evidence:</p>

<p>or degrading treatment or punishment</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Evidence:</p>
<p>Article 6: Right to a fair and public hearing</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Evidence:</p> <p>Potential situation of Gypsy/ Travellers being homeless. There is also evidence that currently unauthorised encampments affect the rights of members of the settled community in their homes with noise, litter, waste and nuisance and that children from the settled community are being unable to access sport and leisure facilities.</p>
<p>Article 8: Right to respect for private and family life, home and correspondence</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Evidence:</p>
<p>Article 10: Freedom of expression</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Evidence:</p>
<p>Article 14: Right not to be subject to discrimination</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Evidence:</p>

	<p>Although the proposal is to prevent overnight camping, its effect will impact on the Gypsy/ Traveller community more than any other.</p>
<p>Other article not listed above, please state:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Evidence:</p>

6: Assessment Rating:

Please rate the overall equality and human right assessment
(Please see Completion terminology)

Red
 Red Amber
 Amber
 Green

Reason for that rating:

As a result of performing this assessment, it is evident that a risk of negative impact exists to one or more of the nine groups of people who share Protected Characteristics. However, a genuine determining reason may exist that could legitimise or justify the use of this proposal.

The local situation is very serious as evidenced by Facebook comments and community tensions are running high.

This is an attempt to try something new to address the unprecedented issues being faced in this locality with large scale overnight camping in high profile and sensitive locations.

7: Action Planning

As a result of performing this assessment, what actions are proposed to remove or reduce any risks of adverse outcomes identified on employees, service users or other people who share characteristics protected by *The Equality Act 2010* ?

Identified Risk and to whom:	Recommended Actions:	Responsible Lead:	Completion Date:	Review Date:
<p>Risk to council and settled communities and businesses that this proposal is not seen to deliver the “right outcomes”</p>	<p>Regular monitoring of situation to ensure the right outcomes are achieved</p>	<p>Gypsy/ Traveller Liaison Officer with input from Gypsy/ Traveller Inter-agency Group</p>	<p>Ongoing</p>	<p>Monthly</p>
<p>Risk to Gypsy/ Travellers of homelessness, less</p>	<p>Provision of alternative official accommodation</p>	<p>Aberdeen City Council (in</p>	<p>Ongoing</p>	<p>Annually</p>

<p>access to education and health and social care from being “moved on” .</p>		<p>partnership with Aberdeenshire Council)</p>		
<p>Risk of more severe deterioration in relations between Gypsy/ Travellers and the settled agencies and the settled community.</p>	<p>Action Plan to build dialogue, improve communication and foster good relations e.g. April 2011 - Grampian Gypsy/Traveller Cross-Community Dialogue Day held at Inverurie Town working together to build bridges. The Aberdeen City Civic Forum may be another route to try to open up more positive avenues of communication.</p>	<p>Grampian Gypsy/ Traveller Inter-agency Group</p>	<p>End October 2014</p>	<p>Annually</p>

8: Sign off

Completed by (Names and Services) :	Martin Smith, Housing
Checked by (Equality Check):	Sandra Bruce, Customer Service and Performance
Signed off by (Head of Service) :	
<p>Please send an electronic copy of your completed EHRIA - without signatures - together with the proposal document and/or committee report to:</p> <p> Equalities Team Customer Service and Performance Corporate Governance Aberdeen City Council Business Hub 13 Second Floor North Marischal College Broad Street Aberdeen AB10 1AB </p>	

9: Completion Terminology:

This section will highlight where there is the obvious potential for a negative impact and subsequent risk of negative media coverage and reputational damage to the Council. Therefore, a full impact assessment is required, for example around sensitive issues such as marching, Gypsy/ Traveller issues, change to social care provision. It should also be completed to evidence why a full impact assessment was not required, example, there is no potential negative impact on people.

After completing this document, rate the overall assessment as follows:

Red: As a result of performing this assessment, it is evident that we will discriminate (direct, indirect, unintentional or otherwise) against one or more of the nine groups of people who share *Protected Characteristics*. It is essential that the use of the proposal be suspended until further work or assessment is performed and the discrimination is removed.

Red Amber: As a result of performing this assessment, it is evident that a risk of negative impact exists to one or more of the nine groups of people who share *Protected Characteristics*. However, a genuine determining reason may exist that could legitimise or justify the use of this proposal and further professional advice should be taken.

Assessment Pre-screening Rating:

Assessment Rating:

	<p>Amber: As a result of performing this assessment, it is evident that a risk of negative impact exists and this risk may be removed or reduced by implementing the actions detailed within the <i>Action Planning</i> section of this document.</p> <p>Green: As a result of performing this proposal does not appear to have any adverse impacts on people who share <i>Protected Characteristics</i> and no further actions are recommended at this stage.</p>
<p>Equality Data:</p>	<p>Equality data is internal or external information that may indicate how the proposal being analysed can affect different groups of people who share the nine <i>Protected Characteristics</i> – referred to hereafter as ‘<i>Equality Groups</i>’.</p> <p>Examples of <i>Equality Data</i> include: (this list is not definitive)</p> <ol style="list-style-type: none"> 1: Application success rates by <i>Equality Groups</i> 2: Complaints by <i>Equality Groups</i> 3: Service usage and withdrawal of services by <i>Equality Groups</i> 4: Grievances or decisions upheld and dismissed by <i>Equality Groups</i>
<p>Genuine Determining Reason</p>	<p>Certain discrimination may be capable of being justified on the grounds that:</p> <ol style="list-style-type: none"> (i) <i>A genuine determining reason exists</i> (ii) <i>The action is proportionate to the legitimate aims of the organisation</i>

	Where this is identified, it is recommended that professional and legal advice is sought prior to completing an Equality Impact Assessment.
Human Rights	The rights set out in the European Convention on Human Rights, as incorporated into the UK Law by the Human Rights Act 1998.
Legal Status:	This document is designed to assist us in “ <i>Identifying and eliminating unlawful Discrimination, Harassment and Victimisation</i> ” as required by <i>The Equality Act Public Sector Duty 2011</i> . An Equality Impact Assessment is not, in itself, legally binding and should not be used as a substitute for legal or other professional advice.

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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	14 TH May 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Bus Lane Enforcement Expenditure
REPORT NUMBER:	EPI/14/041
CHECKLIST RECEIVED:	YES

1. PURPOSE OF REPORT

The purpose of this report is to request agreement of the proposed policy for the use of net Bus Lane Enforcement (BLE) income and approval of the list of proposed schemes, which directly or in-directly facilitate the achievement of objectives in Aberdeen City Council's Local Transport Strategy, as per the requirements of Scottish Government legislation.

2. RECOMMENDATION(S)

It is recommended that the Council:

- a) agree the proposed policy for the use of net Bus Lane Enforcement income; and
- b) agree that the income is spent on the schemes set out section 5.3.1 for 2014/15

3. FINANCIAL IMPLICATIONS

Since the Council took over responsibility for BLE in March 2013 £896,225 has been paid in financial year 2013/14 by offenders driving illegally in bus lanes.

Total costs associated with managing BLE are shown in Table 1 below.

Aberdeen City Council BLE Budget Allocation 2014/15

Details	Costs
BLE System Support Costs	£70,000
BLE Staffing Costs	£91,386
LTS Staffing Costs across Council Services	£210,000
Total Costs in 2014/15	£371,386

Table 1

It is proposed that schemes amounting to a total cost of £882,700 are approved for implementation this financial year (2014/15). Figures include the whole life costs of any schemes included (see Table 2).

A further breakdown of financial costs are located in Appendix B within this report.

It should be noted that for more than five years any walking, cycling and public transport initiatives implemented over this period have been funded externally through grants from Scottish Government, Nestrans, Sustrans, Aberdeen Greenspace, Cycling Scotland and EU Funding opportunities. Officers will continue to explore opportunities to secure such funding.

4. OTHER IMPLICATIONS

The Scottish Statutory Instrument 442 The Bus Lane Contraventions (Charges, Adjudication and Enforcement)(Scotland) Regulations 2011 Part VII Financial Provisions section paragraph 32 states:

(2) Any sums paid to an approved local authority by way of charges under these Regulations must be applied by that authority for the purpose of directly or indirectly facilitating the achievement of policies in that authority's local transport strategy.

It should be noted that any monies paid to ACC from bus lane charge notices should be traceable, auditable and clearly linkable to the Local Transport Strategy (LTS).

5. BACKGROUND/MAIN ISSUES

5.1 Background

On Monday 6 February 2012 the Scottish Government legislation for Local Authorities to enforce bus lanes came into force.

The new bus lane enforcement cameras became operational in March 2013 in Aberdeen. There are eleven fixed camera sites located on Great Northern Road, King Street (x4), Wellington Road, Holburn Street (x2), North Donside Road, Auchmill Road and Old Lang Stracht bus gate.

Initially when the bus lane cameras were installed it was envisaged that the purchase of four cameras would be adequate to enforce the eleven fixed camera sites throughout the City. The four cameras were to be rotated around the eleven sites over the first twelve months.

Unfortunately, as Figure 1 within this report shows, there has not been the significant reduction in offenders as anticipated at the initial four "live" sites. Therefore, because of the continued high volume of

offences, the relocation of the four cameras has not been carried out to date.

Out-with the four “live“ camera locations there are still a number of important strategic routes within the City which are currently not covered by live bus lane cameras. Therefore an additional 4 bus lane cameras have been purchased at a cost of £88,000. This will ensure a more robust enforcement regime throughout the City.

The additional cameras were purchased from funds generated by bus lane charge notices offences sent out to date to drivers illegally using the bus lanes.

5.2 Offences Update

As can be seen from the graph below the number of bus lane offences are constantly well over 2,500 per calendar month. For the first eleven months of operation there have been almost 35,000 charge notices issued. This equates to over 3,000 charge notices per month.

As stated in section 3, it is estimated, based on current bus lane Charge Notice payment figures, that the total sum of monies paid for the financial year (2013/14) was £896,225.

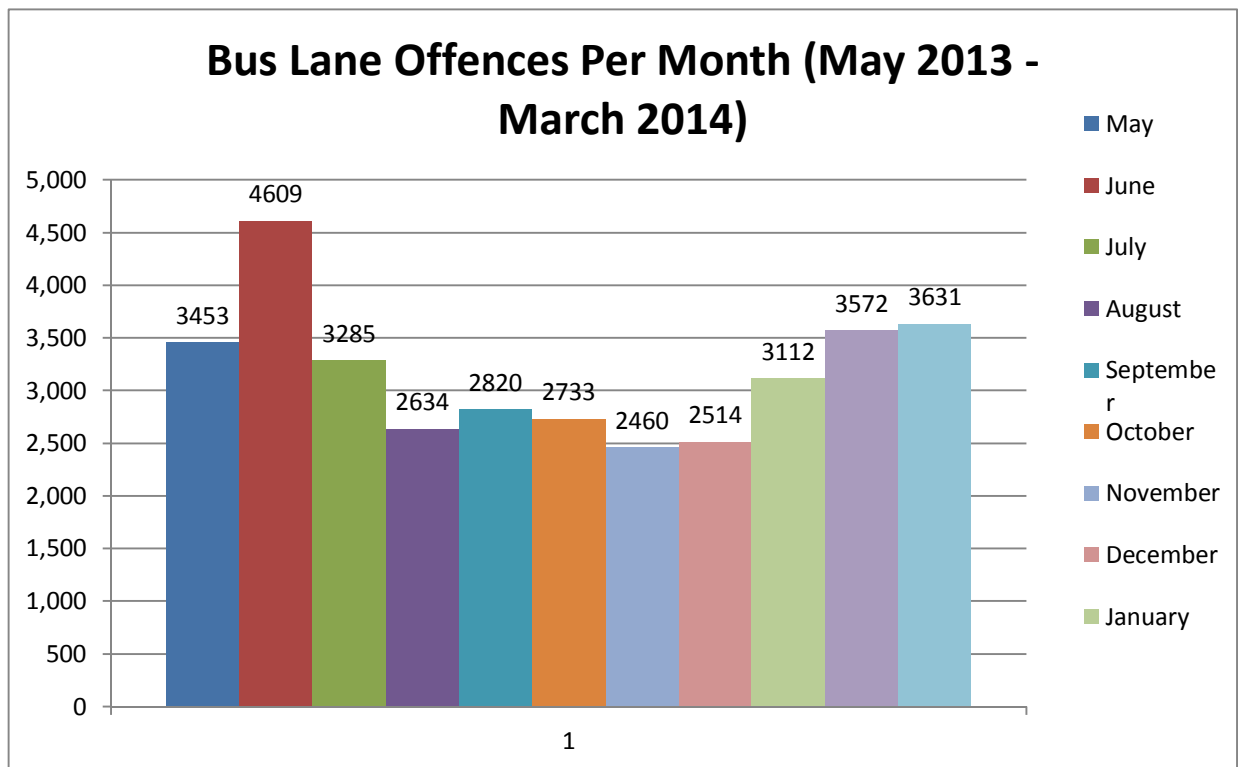


Figure 1 Bus Lane Offices

5.3 Scheme Development and Future Budget Monitoring Proposal

As per the legislative requirements of the Scottish Statutory Instrument, any monies received from bus lane enforcement must be allocated towards achieving objectives, either directly or in-directly, ACC policies relating to the LTS.

It is also proposed that officers from across Council services will be requested to submit a list of potential schemes in January each year which they would like to be considered for future funding from the BLE income.

The collated list will be assessed, prioritised and considered for funding by officers in accordance with the LTS vision and objectives as set out in Appendix A. Schemes will be scored according to the extent to which they meet LTS objectives with factors such as travel mode hierarchy, whole life costs and maintenance taken into account. An example of the bid pro-forma paperwork and scoring matrix is attached as Appendix C.

The approved list of schemes will be agreed by Enterprise Strategic Planning and Infrastructure Committee in March each year and implemented within the following financial year (dependent on scheme). All schemes implementation and financial progress will be monitored monthly by officers to ensure any potential issues are highlighted and addressed at the earliest possible opportunity to enable appropriate actions to be taken and to maximise the use of the funding available.

Updates for Members will be included within the Strategic and Local Transport Projects Report presented to the ESP&I Committee cyclically. Officers will also ensure ACC's bus lane webpage is updated regularly to provide the citizens of Aberdeen with a transparent overview of schemes which are funded directly from bus lane offences net income.

A review of the current BLE schemes will be carried out in September / October each year to assess progress, and establish any further opportunities for scheme implementation during the second half of each year.

5.3.1 Proposed Schemes for 2014/15

All Heads of Service were invited to submit bids from their teams by Friday 31st January 2014 for consideration for funding for this financial year. The following list of schemes was agreed by the Corporate Management Team as best meeting the objectives of the LTS. It should be noted that the list is not prioritised.

It should also be noted that none of the schemes below have an ACC budget allocation for 2014/15 or onwards

A list of the reserve, on-hold and rejected schemes is attached as Appendix D within this report for information.

Project Name	Brief Description	2014/15
Emergency Contingency Fund	Fund to pay for any accidents or emergency repairs required to BLE system	£50,000
Transportation Team Additional Staff Member	Additional member of staff to support, manage, promote, improve and deliver the LTS	£50,000
Energetica Corridor All Modes Feasibility Study	The feasibility study will consider all modes of transport along the A90 corridor from Bridge of Don to Peterhead and Fraserburgh and the route of the former Formartine & Buchan railway line from Dyce through Ellon (Energetica Corridor).	£25,000
Cross City Transport Connections Feasibility Study (Scheme from Strategic Infrastructure Plan)	The feasibility study will start to investigate ways to maximise connectivity between new developments arising from the Local Development Plan, including continuing discussions with Nestrans and Transport Scotland in relation to planning and funding.	£50,000
Bikeability Development and Sustainability Project	A 12 month project to train future generations of Aberdeen young people to be responsible and safe cyclists on the roads. This project aims to significantly increase the impact and future sustainability of the Bikeability programme currently being rolled out to primary schools.	£20,000
Smart Technology Parking Officer Fixed Term	A twelve month post to investigate, develop and purchase of a back office system to streamline and integrate - Enforcement, Appeals, Permits, Bus Lane Enforcement, Vehicle uplifts, Cashless Parking, Blue Badges and ANPR solutions.	£40,000
Blue Badge Enforcement Officer Fixed Term	To fund a position for 12 months "Blue Badge Investigation Officer" - A 9 month trial has evidenced a need to investigate and prosecute those who persistently abuse the Blue Badge Scheme.	£31,500
CP Kincorth Hill	The reinstatement of Core Path 79 and routes connecting with the community of Kincorth at Kincorth Hill. This will include work to improve the drainage of water away from the paths to minimise the re-occurrence of this issue with the increased frequency of extreme rain events.	£98,000
CP Maintenance	Undertake the routine maintenance of the core path network on Aberdeen City Council owned countryside sites.	£9,500

CP Manor Avenue	Installation of drainage to eradicate ponding issues along a section of this path.	£35,000
CP Deeside Line Signage Renewal	Upgrade of existing signage	£9,200
CP Brimmond Hill	Work to improve drainage and resurface car parks which are used by visitors accessing the core paths on Brimmond Hill and neighbouring routes around the Elrick Hill, Tyrebagger Hill and Craibstone Estate.	£54,000
CP Hazlehead Woodlands Paths	Carry out works in a 3 year phased programme to resurface dust bound paths within wooded area, works also to include the cleaning out of existing drainage system.	£150,000
CP Baird's Brae	This project would drainage works, including new pipe work and resurfacing on Baird's Brae.	£14,500
CP Hazlehead Roads Network	Carry out works in a 3 year phased programme to repair potholes and resurfacing works to roads network, works also to include the cleaning out of existing drainage system.	£106,000
Cycle Infrastructure Maintenance and Cycle Event Promotions	The purpose of this fund will be to cover the cost of any repairs to cycling infrastructure that does not currently have its own maintenance fund.	£15,000
Park & Ride Maintenance	This project would be for a maintenance programme of works which would provide relief for the general maintenance budget. The project would enhance the facilities and bring it back up to a higher standard which would help in making the sites more attractive and improve the standard, particularly at Kingswells where government funding has been approved for through access, which will increase the frequency of services at the site and we hope in turn will increase patronage.	£50,000
Bus Lane Signing & Lining Maintenance	This would allow the bus lanes to be maintained to a higher standard than they can be currently due to prioritisation of the limited revenue budget for this work type.	£10,000
Bus Shelter Replacement	Primary replacement programme of Trueform Bus Shelters in the City. These shelters have not weathered well and are rusting badly and in many locations are being removed on safety grounds. The proposal is to replace 30 by 28th February 2015 with shelters more standardised across the City and which have proved to have a good length of lifespan and relatively low maintenance costs. On-going maintenance and cleaning costs would be met from existing budgets.	£50,000

Bus Stop Carriageway Reconstruction	This investment would benefit the bus lanes directly by keeping the bus stops in a better condition than they might otherwise be kept. The lifespan of repairs in these locations is estimated to be around ten years.	£15,000
Total		£882,700

Table 2

- Please note Waulkmill Bridge repairs proposal has been removed from the original list of schemes as an external funding source has been identified.

6. IMPACT

The contents of this report link to the Community Plan vision of creating a sustainable City with an integrated transport system that is accessible to all.

The project will contribute to delivery of the Smarter Mobility aims of Aberdeen – The Smarter City: We will encourage cycling and walking, and we will provide and promote a sustainable transport system, including cycling, which reduces our carbon emissions.

The project will assist in the delivery of actions identified in the Single Outcome Agreement (SOA) 2013, in particular the Thematic Priority of Safer Communities (Safer Roads) and the Multi-lateral Priority – Integrated Transport (Aberdeen is easy to access and move around in).

The project will also assist delivery of the 5 year Corporate Business Plan, in particular the Enterprise, Planning and Infrastructure Directorate’s aim to protect and enhance our high-quality, natural and built environment.

An Equalities and Human Rights Impact Assessment (EHRIA) has not been undertaken on this report.

This report will be of interest to members of the public as it will improve transportation infrastructure of the travelling public in the City.

7. MANAGEMENT OF RISK

Risk has been minimised as whole life costings have been included within the assessment process of potential schemes through the assessment scoring matrix (see Appendix E).

8. BACKGROUND PAPERS

The Scottish Statutory Instrument 442 The Bus Lane Contraventions
<http://www.legislation.gov.uk/ssi/2011/442/contents/made>

9. REPORT AUTHOR DETAILS

Scott Ramsay, Technical Officer, sramsay@aberdeencity.gov.uk and 523463.

Appendix A – LTS Policy Content

The vision for the Aberdeen City LTS is to develop “A sustainable transport system that is fit for the 21st Century, accessible to all, supports a vibrant economy and minimises the impact on our environment”.

The strategy states that;

We will **improve** our transport infrastructure and services by:

- Promoting walking and cycling as a means of travel and recreation. This will be through improving walking and cycle routes and facilities throughout Aberdeen and improved awareness raising and information campaigns.
- Working with bus operators to deliver a more effective Quality Bus Partnership (potentially leading to a Statutory Quality Partnership). Through this Partnership, the City Council will commit to:
 - reducing the actual running time of bus services and the relative journey times by bus compared to other vehicles by investing in improved bus passenger priority measures including greater enforcement of existing bus lanes and the introduction of urban traffic controls;
 - developing Punctuality Improvement Partnerships progressively to improve bus running speeds relative to other vehicles;
 - continued investment in bus stop/shelter facilities;
 - creating interchange facilities to support network expansion;
 - providing real time information; and
 - increasing investment in non-commercial services.
- Pilot new public transport services, particularly circumferential bus services linked to industrial estates (and potentially schools);
- Improving network capacity (easing pinch points) and using prioritisation of road space to support sustainable modes
- Implementing new and improved Intelligent Transport Systems (ITS) to manage traffic flows across the City and aid prioritisation of sustainable transport modes;

It should be noted that the National Household Census, carried out in 2011, highlighted that 31% of households in Aberdeen do not have access to a vehicle therefore rely on public transport, walking or cycling as their primary modes of transport.

We will **promote** the use of sustainable transport modes by:

- Ensuring land use plans and development management support sustainable travel and do not encourage car dependency;

- Encouraging the development of travel plans for all major employers within the City. The City Council will lead by example by:
 - Increased promotion of walking and cycling for local trips;
 - Promotion and extension of the Council's car pool;
 - Development of a City Car Club and continued promotion of car-sharing;
- Supporting regeneration projects that increase the liveability of our City e.g. supporting initiatives that make our outdoor public realm more attractive (for walking, cycling, shopping etc.).

We will **maintain** our transportation assets, so that they are safe and fit for purpose, by:

- Increasing investment in maintenance of our roads, foot and cycle ways, bridges, lighting and other infrastructure, such as traffic signals, to address the historic backlog;

We will **manage** the use of our transportation assets and services by:

- Revising parking charge levels and structures so that they favour shorter stay, business, shopping and visitor trips, whilst protecting residents' ability to park near their homes and supporting the vitality of the city centre;
- Ensuring effective enforcement of traffic regulation orders to achieve our traffic management objectives;
- Supporting and co-ordinating the operation of community transport schemes, including the dial-a-bus services; and
- Managing the operation of transport and travel planning services for school travel and young people, including undertaking school travel plan demonstration projects for selected schools, to identify where network investment can reduce car trips.

We will **add** to our transport infrastructure and services by:

- Working with BAA Aberdeen, Northern Isles Ferry Terminal and Bus / Rail Stations;
- Delivering Union Street Pedestrianisation once alternative traffic capacity has been provided; and
- Developing an integrated transport scheme to improve Access from the North (including the Third Don Crossing) with walking, cycling and public transport priorities "locked in".

Appendix B

Running Costs of the Scheme from April 2013 – December 2013

Items	Cost Per Month/Unit	Total Costs
Infrastructure		
4 additional bus lane cameras	£18,978 per unit	£75,912
Operational		
4 x 10GB Sim Cards for Cameras	£220.00 per month	£1,980
ICES Costs	Not applicable	
ACC IT Costs	Not applicable	£1,717
SPAS Appeals Costs*	£54.00 per hour	£1,000
Staffing		
3 x Permanent Staff	£7,615.50 per month	£68,539.50
Share of existing LTS staff resources		£157,500
Totals		£306,648.50

*Scottish Parking Appeals Service (SPAS) charge by the hour to hear Bus Lane Charge Notice Appeals. The costs may vary per year and per month.
 E.g. 50 appeals per year x 1 hour per appeal = £2,700
 500 appeals per year x 1 hour per appeal = £27,000

Running Costs of the Scheme from January – March 2014

Operational		
8 x 10GB Sim Cards for Cameras	£440.00 per month	£1,320
ICES Costs	Not applicable	£0
SPAS Appeals Costs*	£54.00 per hour	£300
Staffing		
3 x Permanent Staff	£7,615.50 per month	£22,846.50
Share of existing LTS staff resources		£52,500
Total Costs for 3 months		£76,966.50

Proposed Operational Budget for Bus Lane Enforcement from April 2014 – March 2015

Items	Forecast Cost Per Month/Unit	Budgeted Costs
Operational		
8 x 10GB Sim Cards for Cameras	£440.00 per month	£5,280

ICES Software License Costs	Not applicable	£2,000
Vysionics Maintenance Costs	Not Applicable	£28,000
ACC Postal Costs	£1,468 per month	£28,000
SPAS Appeals Costs*	£54.00 per hour	£6,720
Staffing		
3 x Dedicated BLE Staff	£7,615.50 per month	£91,386
Share of existing LTS staff resources		£210,000
Totals for 12 months		£371,386

Appendix C – Sample Bid Pro-forma

Bus Lane Enforcement Expenditure Proposal 2014/15		
Title of Project: <i>Replacement of Pedestrian Crossing with Toucan Crossing</i>		
Description of Project (including timescales): <i>Replacement of pedestrian crossing facility on King Street opposite Jasmine Terrace. This scheme would be completed by 31 January 2015.</i>		
Links to Local Transport Strategy (please specify how the project links to the LTS aims and objectives and TICK ALL RELEVANT BOXES in Appendix A)		
Total Costs of Project including Whole Life Costs:		
Description of Works	Year Costs Incurred	Total Costs
<i>Supply and Installation of Toucan Crossing</i>	<i>2014/15</i>	<i>£40,000</i>
<i>Electrical Supply Costs per Year</i>	<i>Annually</i>	<i>£300</i>
<i>Maintenance Contract Costs</i>	<i>Every 5 Years</i>	<i>£5,000</i>
<i>Replacement of Signal Bulbs, Repainting of Stanchions etc</i>	<i>Every 5 Years</i>	<i>£1,000</i>
<i>Estimated Life of Asset in Years</i>	<i>15</i>	
<i>Whole Life Costs Total</i>		<i>£56,500</i>
<i>Refurbishment / Replacement of Toucan Crossing in 15 Years</i>		<i>£55,000</i>
Name and contact details of project manager:		
Please note if the above project is successful in receiving funding the Project Manager is required to complete a projected spend profile and key milestones update document every 8 weeks which will be reported to ESP&I Committee		

List of LTS Aims and Objectives		
<i>"A sustainable transport system that is fit for the 21st Century, accessible to all, supports a vibrant economy and minimises the impact on our environment"</i>		Tick All Boxes that Apply
The LTS includes 5 high level aims, as follows:		
· Support and contribute to a thriving economy for Aberdeen City and its region		
· Ensure a safe and secure transport system		X
· Minimise the environmental impact of transport on our community and the wider world		
· Ensure that the transport system is integrated and accessible to all		X
· Ensure that our transport policies integrate with and support sustainable development, health and social inclusion policies		
We will support our partners in the development of the region's transport infrastructure and services by		
· Improvements to A90 Haudagain Roundabout		
· Improving access to Aberdeen from the south, including tackling the bottlenecks around the Bridge of Dee		
· A90 Balmedie/Tipperty dualling		
Working to produce:		
· A Rail Action Plan		
· A Regional Parking Strategy		
· A Regional Bus Action Plan		
· A Regional Health and Transport Action Plan		
· A Regional Freight Strategy		
· A Regional Road Casualty Reduction Strategy		
We will maintain our transportation assets, so that they are safe and fit for purpose, by:		
· Investment in maintenance of our foot, cycle and roads infrastructure		X
· Continuing to implement 4 Es measures to improve road safety		X
· Developing CCTV coverage in the City Centre		
We will manage the use of our transportation assets and services by:		
· Revising parking charge levels		
· Ensuring effective enforcement of traffic regulation orders		
· Supporting and co-ordinating the operation of community transport		

schemes		
• Managing transport and travel planning services for school travel and young people		
We will promote the use of sustainable transport modes by:		
• Ensuring land use plans and development management support sustainable travel		
• Encouraging the development of travel plans for all major employers within the City		
• Increased promotion of walking and cycling for local trips		x
• Promotion and extension of the Council's car pool		
• Development of the Car Club and continued promotion of car-sharing		
• Consideration of incentives for car-sharers (and more environmentally friendly vehicles)		
• Increased promotion of flexible working and other measures		
• Introduction of salary sacrifice schemes to promote the use of cycling and public transport		
• Promoting the need to address local air quality and noise pollution problems through more innovative and targeted awareness raising campaigns		
• Supporting regeneration projects that increase the liveability of our City		
We will improve our transport infrastructure and services by:		
• Promoting walking and cycling		x
• Developing Core Paths		
• Improving parking facilities for Powered Two Wheelers		
• Delivering a more effective Quality Bus Partnership		
• Improving journey times and reliability of buses		
• Improving bus stop/shelter facilities;		
• Creating interchange facilities to support network expansion; providing real time information; and increasing investment in non commercial services.		
• improved passenger information – paper and web based		
• Creating inter-availability of tickets		
• Commitment to providing fare incentives for passengers buying longer period tickets		
• Commitment to reinvest resources saved by improved bus running speeds into new links or increased service levels		

<ul style="list-style-type: none"> • Pilot new public transport services, particularly circumferential bus services linked to industrial estates (and potentially schools) 		
<ul style="list-style-type: none"> • Reviewing the operation of Park and Ride sites and identifying ways of improving usage 		
<ul style="list-style-type: none"> • Improving network capacity and using prioritisation of road space to support sustainable modes 		
<ul style="list-style-type: none"> • Providing High Occupancy Vehicle Lane on Stonehaven Road and Large Vehicle Lane on Wellington Road 		
<ul style="list-style-type: none"> • Implementing new and improved Intelligent Transport Systems (ITS) to manage traffic flows across the City and aid prioritisation of sustainable transport modes 		
<ul style="list-style-type: none"> • Improving the Berryden Corridor 		
<ul style="list-style-type: none"> • Improving facilities for freight, including improved access to the harbour and the continued promotion of the provision of a secure lorry parking site 		
<ul style="list-style-type: none"> • Working with BAA Aberdeen and others to ensure the delivery of its Aberdeen Airport Surface Access Strategy 		
<ul style="list-style-type: none"> • Provision of improved links between the Northern Isles Ferry Terminal and Bus / Rail Stations 		
<ul style="list-style-type: none"> • Delivering Union Street Pedestrianisation once alternative traffic capacity is provided 		
<ul style="list-style-type: none"> • Developing an integrated transport scheme to improve Access from the North (including the Third Don Crossing) with walking, cycling and public transport priorities “locked in” 		

Appendix D – Reserve, On-Hold and Rejected List of Schemes

Project Name	Brief Description	Information
Reserve List		
Wayfinding Full Scheme	During 2013/14 Aberdeen Inspired led a project to design and develop a new wayfinding scheme for Aberdeen City Centre. On completion of a successful pilot scheme it would be intended to roll out the scheme to the wider city centre area. This bid is for the full scheme to be implemented, it may however be more appropriate to implement in phases.	Awaiting confirmation of success of Pilot Scheme
CP Torry Battery	Carry out works to repair potholes and resurfacing works to car parks, this works link with Corepath 78. Carpark 1 Area 1070 M2. (tar) Carpark 2 Area 821 M2. (Tar) Carpark 3 Area 1019 M2.(Tar) Carpark 4 Area 4379 M2 (Gravel Bound)	
Pittengullies Brae	There are several drainage issues on core paths 66,70 and 76 on the Deeside Line and paths linking to the River Dee path in the Pittengullies Brae area. CP 70 has become seriously eroded as a result of water flowing over the surface.	
CP Council Parks Paths	Carry out works to repair potholes, clear drainage channels as required at various parks throughout city. Core Paths 6, 21, 23, 24, 69, and 75 are within the parks.	
Beach Promenade Line signage and interpretation / information panels (Core Path 19)	There is a requirement for a range of signs and interpretation panels along the Beach promenade. It is anticipated that 12 no interpretation panels are required.	
On Hold List		
Replacement of Pay & Display Machines	Additional Pay and Display machines to replace existing machines which are now no fit for purpose.	On Hold until Smart Technology Parking Officer completes feasibility study
Cultural Festivals - Plus Bus Pilot Scheme	Aberdeen City Council, in partnership with Visit Aberdeen, has recently established a 'Festivals Collective' incorporating the city's key cultural festivals. Both parties have committed funding for an initial pilot period (February 2014 – April 2015) with the view of undertaking an evaluation before committing further long-term support. The initial funding will cover the employment of a Coordinator and the delivery of a series of pilot activities such as joint branding, programming and fundraising.	On-hold until confirmation of detailed funding provided.

Supported Bus Services	Budget Provision of subsidies for bus operators to operate local bus services, on behalf of the Council, in order to augment the commercial bus network and fill gaps in provision of the local bus network. There are 3 major gaps in provision which have been identified. Local Authorities have a duty under sections 63-64 of the Transport Act 1985 to secure the provision of public transport in its area that it deems required. NB: Introducing a service may raise expectations and unless we can ensure continuation, any removal of service after one year may resultantly disappoint residents which may lead to bad press.	On-hold until PTU complete discussions with voluntary services to ascertain whether joint working can be achieved. Expected outcome in August 2014.
Taxicard Scheme	Since removal of the TaxiCard scheme in 2010, many residents in the City still find it difficult to mobilise with the existing transport services in the City. NB: Introducing a service may raise expectations and unless we can ensure continuation of service, any removal of service after one year may resultantly disappoint residents which may lead to bad press. There are also other strands of work on-going to improve access for disabled and elderly groups. Notably the Council currently operates Demand Responsive Transport to assist these groups. Also a Social Transport project is on-going which hopes to introduce more Voluntary and Community Transport in the City.	On-hold until PTU complete discussions with voluntary services to ascertain whether joint working can be achieved. Expected outcome in August 2014.
Rejected Schemes		
Maintenance of Waiting Restrictions	Refresh existing waiting restrictions throughout the city. Bid was £50,000 but other possible budget streams to be explored.	This scheme was rejected as other funding opportunities should be explored if maintenance of waiting restrictions are priority.
Energetica Corridor All Modes Feasibility Study	The feasibility study will consider all modes of transport along the A90 corridor from Bridge of Don to Peterhead and Fraserburgh and the route of the former Formartine & Buchan railway line from Dyce through Ellon (Energetica Corridor). Bid was £25,000 which was ACC contribution towards a joint funded proposal between ACC, Aberdeenshire Council, Nestrans and Transport Scotland.	
Newhills Cemetery Car Park	Carry out works to repair potholes and resurfacing works to car park. Estimated	This scheme was rejected

	costs £40,000.	as it did not meet the aims and objectives of the LTS
Go Mountain Bike	Scottish Cycling has a scheme of training for off-road cycling. It is pitched at primary age pupils and complements the skills of Bikeability. This project would offer Go-Mountain Bike courses to primary pupils at the end of the Bikeability programmes to act as a pathway to skills and knowledge development. The courses would train 60 to 80 young people and be based either at Adventure Aberdeen or at individual school premises.£10,000 bid.	This scheme was rejected as it did not meet the aims and objectives of the LTS.

Appendix E – Assessment Scoring Matrix

		Scheme Cost	Whole Life Cost	LTS					
	Low	£0 - £49,999	£0 - £49,999	0 - 49					
	Medium	£50,000 - £99,999	£50,000 - £99,999	50 - 99					
	High	£100,000 +	£100,000 +	100 +		Risks			
Project Name	Cost of Scheme	Cost of Maintenance Annually	Life of Scheme in Years	Whole Life Cost	LTS Aims and Objectives Score	Scheme Cost	Whole Life Cost	Impact on LTS Aims and Objectives	
List of Schemes for 2014/15									
Emergency Contingency Fund	£50,000	N/A	N/A	N/A	0	Medium	Medium	N/A	
Transportation Team Additional Staffing	£50,000	N/A	N/A	N/A	600	Medium	Medium	High	
Energetica Corridor All Modes Feasibility Study	£25,000	N/A	1	£25,000	240	Low	Low	High	
Cross City Transport Connections Feasibility Study (SIP)	£50,000	N/A	2	£100,000	116	Medium	High	High	
Bikeability Development and Sustainability Project	£20,000	N/A	1	£20,000	48	Low	Low	Low	
Smart Technology Parking Officer Fixed Term	£40,000	N/A	1	£40,000	66	Low	Low	Medium	

Blue Badge Enforcement Officer Fixed Term	£31,500	N/A	1	£31,500	66	Low	Low	Medium	
CP Kincorth Hill	£98,000	£3,000	15	£143,000	40	Medium	High	Low	
CP Waulkmill Bridge (removed from list)	£20,000	£50	30	£21,500	40	Low	Low	Low	
CP Maintenance	£9,500	£9,500	1	£9,500	40	Low	Low	Low	
CP Manor Avenue	£35,000	£150	25	£38,750	40	Low	Low	Low	
CP Deeside Line Signage Renewal	£9,200	£500	1	£9,700	40	Low	Low	Low	
CP Brimmond Hill	£54,000	£1,300	20	£80,000	40	Low	Medium	Low	
CP Hazlehead Woodlands Paths	£150,000	£5,000	10	£200,000	40	High	High	Low	
CP Baird's Brae	£14,500	£250	15	£18,250	40	Low	Low	Low	
CP Hazlehead Roads Network	£106,000	£5,000	15	£181,000	40	High	High	Low	
Cycle Infrastructure Maintenance and Cycle Event Promotions	£15,000	£0	1	£15,000	40	Low	Low	Low	
Park & Ride Maintenance	£50,000	£1,000	10	£60,000	30	Medium	Medium	Low	
Bus Lane Signing & Lining Maintenance	£10,000	£10,000	1	£20,000	64	Low	Low	Medium	
Bus Shelter Replacement	£50,000	£2,000	25	£100,000	27	Medium	High	Low	
Bus Stop Carriageway Reconstruction	£15,000	£0	1	£15,000	18	Low	Low	Low	

On-Hold Schemes									
Replacement of Pay & Display Machines	£150,000	£1,000	1	£151,000	10	High	High	Low	
Cultural Festivals - Plus Bus Pilot Scheme	£45,000	£0	1	£45,000	27	Low	Low	Low	
Taxi Card	£125,000	£125,000	5	£750,000	6	High	High	Low	
Supported Bus Services	£100,000	£100,000	5	£600,000	9	High	High	Low	
Wayfinding Full Scheme	£367,000	£35,000	10	£717,000	30	High	High	Low	
Reserve List									
CP Torry Battery	£180,000	£3,000	5	£195,000	40	High	High	Low	
CP Council Parks Paths	£60,000	£5,000	10	£110,000	40	High	High	Low	
Rejected List of Schemes									
Go Mountain Bike	£10,000	£10,000	1	£10,000	40	Low	Low	Low	
Maintenance of Waiting Restrictions	£50,000	£50,000	1	£50,000	64	Medium	Medium	Medium	

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	14 May 2014
DIRECTOR	Liz Taylor
TITLE OF REPORT	Corporate Parenting: Annual Update 2013 - 14
REPORT NUMBER:	SCW/14/005
CHECKLIST RECEIVED	Yes

1. PURPOSE OF REPORT

- 1.1 The purpose of the report is to provide an annual update to Elected Members on the progress of the implementation of the Corporate Parenting Policy and Action Plan 2012 - 2015.

2. RECOMMENDATION(S)

- 2.1 It is recommended that Council:
- (i) Note the progress set out in the annual update for 2013 - 2014.
 - (ii) Instruct officers to report back on the implementation and review of the policy to Council in May 2015.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no direct financial implications for the revenue or capital budget at this time. The policy will be delivered within existing resources.
- 3.2 The recent Children & Young People's (Scotland) Act 2014 Act (see below), which will be introduced from April 2015, extends the definition of corporate parent and the reporting responsibilities of local authorities. The Scottish Parliament Information Centre (SPICE)'s briefing of the legislation at the Bill stage notes that there are acknowledged additional costs associated with producing reports every three years. No additional costs were identified in relation to the delivery of corporate parenting duties.

4. OTHER IMPLICATIONS

- 4.1 There are no legal, resource, personnel, property, equipment, sustainability and environmental, health and safety and/or policy implications and risks relating to this update.

5. BACKGROUND/MAIN ISSUES

- 5.1 Corporate Parenting refers to the collective responsibility of the Council and its community partners to achieve good parenting to children who are looked after and care leavers. Currently Aberdeen City Council has a duty to provide support, advice and guidance to children who are looked after and young people leaving care up to the age of 19 and power to do so up to the age of 21. However, with the recent passage of the Children and Young People's (Scotland) Act 2014, from 2015 this will be extended up to and including the age of 25. The Act also extends the range of public bodies covered by the concept of corporate parent and introduces new responsibilities on corporate parents to plan and collaborate to promote the wellbeing of looked after children and young people and care leavers.
- 5.2 The Aberdeen City Council Corporate Parenting Policy 2012 - 15 sets out clear principles to guide Elected Members and Council Officers to ensure that effective formal partnerships are built that will improve the outcomes for children who are looked after and young people leaving care.
- 5.3 The main body of the report below highlights significant achievements within the last twelve months as well as noting next steps and actions that will be undertaken over the forthcoming year. It also includes a section on the Children & Young People's (Scotland) Act 2014 Act passed earlier this year and considers the implications of this for corporate parenting.

5.4 Elected Members and Chief Executive

- 5.4.1 The previously approved Corporate Parenting Champions Board, with the authority to make decisions to achieve systemic change in the way services are delivered, and comprising Elected Members and Chief Officers from the Council, Chief Officers from NHS Grampian, Police Scotland and the Third Sector has been established. After approval for elected member representation in June 2013, its inaugural meeting was held in January 2014. It provides an opportunity for looked after young people to talk directly to decision makers and agree innovative solutions to issues that they present.
- 5.4.2 The Young People's Participation Group has also been established, as described below at para 5.7.8. Supported by the Children's Rights Officers, it allows young people in the council's care to identify areas for discussion with the Champions Board.

5.4 Corporate Governance

- 5.4.1 A framework to recruit and support young people preparing to leave care to take up internships and apprenticeships within the Council or with community planning partners was previously developed. Through the recently launched Aberdeen Guarantee scheme, notifications of all opportunities are regularly circulated to those working with looked after young people or in contact with those previously looked after.
- 5.4.2 Aberdeen Guarantee is a new commitment to provide all young people between 14 and 25 with opportunities to participate in learning, training or work. Organisations in the public, private and third sector can each make a significant contribution to developing young people's skills for life, learning and work and can assist in maintaining the city's position as having one of the lowest youth unemployment rates in the UK.
- 5.4.3 An outline Introduction to Corporate Parenting training course that would be mandatory and available on the Council's On-line Interactive Learning (OIL) was developed during 2013. This will be completed during the next year to take account of new national Corporate Parenting Guidance which is anticipated as a consequence of the passing of the Children and Young People's (Scotland) Act 2014.
- 5.4.4 There is no specific corporate budget to support the delivery of the Corporate Parenting Action Plan. This was because the commitment and collaboration across the Council was felt to be sufficient enough without the need to pool resources.

5.5 Housing and Environment

- 5.8.1 The joint protocol between Social Care and Well-being and Housing and Environment Services ensures that young people preparing to leave care receive an effective assessment for the allocation of appropriate housing without the need to resort to homelessness legislation.
- 5.8.2 Aberdeen Community Safety Partnership has implemented the Community Safety Hub. Partners involved in the hub, including Council, Police Scotland and the Scottish Fire and Rescue Service, are committed to working with Children's Services to deliver solutions in respect of young people involved in community safety incidents that have occurred in the previous 24 hours.

5.6 Education, Culture and Sport

- 5.6.1 We know from research that the educational outcomes for children who are looked after can be poorer than their peers who have not experienced the care system. In order for them to achieve their potential, the Education Culture and Sport Service assess and

provide targeted support where appropriate. The Service has systems in place to support children, quality assure the services at school level and monitor the overall position at authority and community planning level. The individual education position of children who are looked after and receiving an education in city schools is monitored at school level. All schools have a designated manager who is responsible for supporting and encouraging children who are looked after by the local authority on the school roll.

- 5.6.2 Children and young people who are looked after continue to be a priority group within the Education Culture and Sport Service Plan and Inclusion Review.
- 5.6.3 Education Culture and Sport continues to deliver a range of training to class teachers, designated managers, adoptive parents and foster carers, to support them to fulfil their roles and improve the educational outcomes for looked after children. Examples include:
- We Can and Must Do Better - Designated manager for looked after children in school and residential establishments.
 - Readiness to Learn - Class teachers.
 - Loss, Trauma, Attachment and Brain Development - Class teachers.
 - Supporting the education of children in their care - Foster carers and adoptive parents.
- 5.6.4 In addition Education Culture and Sport has worked with CELCIS (Centre for Excellence for Looked after Children in Scotland) to research the educational experiences of children and young people looked after at home.
- 5.6.5 Education Culture and Sport completes an annual snapshot in the autumn term of the position of looked after children within Aberdeen City Council educational establishments. The purpose of the report is to get an overview of attendance, exclusions and of whether the young people are achieving their potential.
- 5.6.6 It should be noted that as the looked after children population is transient with children receiving and being discharged from supervision requirements throughout the year making conclusive statements is difficult because of the changing cohort. However, as at December 2013 there were 241 looked after children within ACC educational establishments (Nursery, Primary, Secondary, Special).¹ This represents 1.1% of the school population.² Compared with the last report (December 2012) this is a decrease of 34 looked after children within schools.
- 5.6.7 Of the 241 looked after children, 127 (53 %) are looked after at home³ and 114 (47 %) are looked after away from home (ie. in residential units, foster care or with relatives) within Aberdeen City.

¹ : Special schools = Cordyce, Hazelwood and Woodlands

² : There were 21,669 school pupils as of the school census date (13/09/2013).

³ : The supervision requirement whilst still living at home is unique to Scotland. These children's education outcomes are poorer than children looked after away from home.

The “other” 337 looked after children not in ACC educational establishments, are either under 5, over sixteen and left school or in out of authority placements⁴. There were 23 in pre-school provision, 93 in primary school, 103 in secondary school and 21 in special schools. One child was also registered with the Vision Support Service. There has been an increase from 10 to 23 looked after children within pre- school provision, compared with last year. Of the 241 children who are looked after, 128 had educational psychology support, representing 53% of the total cohort.

- 5.6.8 In the recent snapshot, 66.6% of pupils who were looked after children in the primary sector and 55% in the secondary sector were performing at or above expectations. A total of 12 looked after children had episodes of exclusion. This is a reduction from the previous year.
- 5.6.9 The most recent national educational outcomes for looked after children were published for children looked after continuously during the entire 2011 - 12 academic year. These were previously reported to Committee. The educational outcomes for looked after children 2012 - 2013 will be published in July 2014.

5.7 Social Care and Well-being

- 5.7.1 The Social Care and Well-being Directorate remain responsible for leading the delivery of the Corporate Parenting Policy and Action Plan. Staffing vacancies within the service during the year have meant that it has not been possible to provide the previous level of input to the corporate parenting agenda. Recent appointments will address this and a full overview of the Policy and Action Plan will be undertaken within the next three months.
- 5.7.3 Training on the Getting it Right for Every Child practice model continues to be provided locally incorporating key messages from the Corporate Parenting Policy. This training is available to all staff and carers.
- 5.7.4 Internship and apprenticeship opportunities in Aberdeen City Council continue to be provided through the Family Firm Policy and Procedure. These have been made available in a wide variety of work settings offering a valuable experience, skills and knowledge to the young people. Owing to the staff changes identified above a full evaluation of placement outcomes was not completed by March 2014 as previously reported. This will now be undertaken during 2014 - 15.
- 5.7.5 Each year Social Care and Well-being are in contact with those looked after young people who are due to leave school to record their interests in the Family Firm opportunities in the Council as these become available. Last year, construction and maintenance were again the most popular opportunities. Young people were also

⁴ : There were 578 looked after children for whom Aberdeen City Council held corporate parent responsibility (December 2013).

interested in opportunities in care work, catering and administration. Work will be being undertaken shortly to identify this year's group of school leavers and their interests at the same time as working with each directorate to identify internship opportunities in line with their business needs.

- 5.7.6 All internships and apprenticeships are offered following a competitive selection process. Each young person is then supported and mentored throughout their placement. However, what has become clear over the last twelve months is the need for more general support for young people working within the Council, not just those for whom it has corporate parent responsibilities. Social Care staff will be working with HR colleagues over the next twelve months to identify what support is needed and may be provided.
- 5.7.7 67% of the 18 looked after young people who left school during 2011 - 12, the last year for which information is available, were in a positive destination at the time of both the initial and follow up surveys. These figures compare to national positions of 75% and 67% respectively. The 67% who were in a positive destination at the follow up survey was an improvement on the 50% achieved in the previous year and 47% a year earlier.
- 5.7.8 Based within the Social Care and Well-being Directorate, one of the aims of the Children's Rights Service is to support young people aged 7 or over who are looked after away from home, to express their views about the service they receive. The feedback is recorded and reported to ensure their views inform service planning. The two part-time Children's Rights Officers also support young people in care to attend local and national events to inform policy development. The CROs within the Directorate are supplemented by a part-time worker employed by Who Cares Scotland, the national agency working with young people in care.
- 5.7.9 During the last year, the Children's Rights Officers have led the establishment of both the Young People's Participation Group for looked after young people and the Corporate Parenting Champions Board. The Participation Group has met on three occasions and amongst a range of concerns, identified two key issues to present to the Champions Board. These were:
- Access to the internet within Children's Homes
 - Perception of looked after children and young people within the broader community.
- 5.7.10 At the first meeting of the Champions Board these issues were debated and a commitment was given to installing domestic broadband facilities within all Children's Homes in Aberdeen within three months. The Board also considered how it could improve the perception of looked after young people by educating both the staff of each organisation as well as the general public. This objective is in line with a national initiative led by Who Cares Scotland to promote a

positive care identity for Scotland's care experienced children, young people and adults which is due to be launched in May 2014.

- 5.7.11 A joint session of the Young People's Participation Group and the Champions Board is being planned for July 2014 facilitated by Who Cares Scotland to further develop and promote the concept of corporate parenting in light of the recent legislative changes (see below, paras 5.9.1 – 5.9.4).
- 5.7.12 Work is currently being undertaken to develop an on-line service for looked after young people, including the use of social media, whilst training materials for staff and foster carers to ensure they can support young people to use the internet safely are also being produced.
- 5.7.13 A joint working arrangement between the NHS and Social Care and Wellbeing ensures that all looked after children and young people have access to health assessments and a GP. The NHS Grampian Looked After Children team (NHSG LAC team) report that 95% of all children and young people who are looked after and for whom information is forwarded to them continue to be assessed. The team also actively contact the parents of looked after children to offer assessments.
- 5.7.14 The NHSG LAC team are currently working in conjunction with School Nurses and Education to increase the number of young people who are outwith mainstream education completing the immunisation schedule. This includes 505 young people who are looked after and the aim is to offer the service directly to Children's Homes.

5.8 Enterprise, Planning and Infrastructure

- 5.8.1 Internships for young people who are looked after have been provided by the service. The future employment prospects for young people who are preparing to leave care will be improved through the development of new business in the city.

5.9 The Children and Young People's (Scotland) Act 2014

- 5.9.1 The Children and Young People's (Scotland) Bill was passed in Parliament on 19 February 2014 and became an Act on the 27 March 2014. It includes provision from April 2015 for young people in residential, foster or kinship care who turn 16 to gain new rights to remain 'looked after' up to the age of 21, and extended entitlement to aftercare up to their 26th birthday.
- 5.9.2 The Act also re-defines corporate parenting and significantly extends the number of public bodies, health boards and local authorities subject to a legal duty as 'corporate parents' of looked after children and care leavers. It also introduces new responsibilities on corporate parents to plan and collaborate and requires them to be "*alert to*

matters which, or which might, adversely affect the wellbeing” of looked after children and care leavers, and to:

- promote their interests,
- assess their needs for the services which that public body provides, and
- provide opportunities to participate in activities.

5.9.3 ‘Corporate parent’ public bodies are required to produce a plan for how they would perform these functions, to report on progress, to have regard to Ministerial guidance, to provide information to Scottish Ministers and to collaborate with other corporate parents.

5.9.4 The new duty is far more specific than the previous duty to ‘promote and safeguard welfare’ as it includes requirements to assess needs and promote interests. According to the SPICE (Scottish Parliament Information Centre) briefing at the Bill stage, the financial memorandum estimates the cost of preparing corporate parenting plans, but does not address whether there will be any financial cost for assessing and promoting the needs of looked after children. Whilst some of the listed organisations will already be doing this (eg. local authorities, SCRA), many will not (eg. Bord na Gaidhlig, Creative Scotland, Fire service).

5.10 Next Steps

5.10.1 By defining ‘corporate parenting’ in a way that will signal a move away from ‘corporate’ thinking to acting more like a ‘parent’, the Act aims to ensure that all looked after children and young people receive the same level of services and opportunities as those who are not looked after. By extending corporate parenting across the public sector to include all local authority departments and services and associated agencies, which are responsible for working together to meet the needs of looked after children and young people and care-leavers, the Act therefore presents additional challenges to the council and its corporate parenting responsibilities.

5.10.2 The consolidation of the recently established Corporate Parenting Champions Board is therefore critical to the fulfilment of the Council’s corporate parenting responsibilities and this is being taken forward with expertise from Who Cares Scotland during the forthcoming year. This will ensure that the revised Corporate Parenting Action Plan for 2015 and beyond will be led by the experience of young people who have experience of being looked after by Aberdeen City Council as well as taking into account the recent legislative changes.

5.10.3 In light of the recent legislation it is proposed that rather than just updating what was previously included within the accompanying Action Plan, that this is fully reviewed and revised during the next year to anticipate the changes that will be required from April 2015. This will also ensure that it is part of the local Integrated Children’s Services (ICS) Partnership strategic planning framework.

- 5.10.4 During 2014 it is also anticipated that the Life Changes Trust will announce its plans for supporting young care leavers. These are likely to include:
- direct grants to individuals.
 - opportunities for organisations or consortia to apply to the Trust for funding to more effectively support young peoples' preparation for leaving care and young care leavers through initiatives and innovations.
 - funding for the development of proposals which will improve empowerment, participation and influencing opportunities for looked after young people and care leavers.
 - exploring of ways in which the Trust might support improvements to the quality of care and support provided to looked after young people and young care leavers by supporting learning and development of the paid and voluntary workforce.
 - improving an understanding of the needs, challenges and solutions for looked after young people and care leavers, to support improved policy and practice, as well as the Trust's funding decisions.

The council will need to be prepared along with its partner organisations to bid for these opportunities as they arise. A working group in conjunction with colleagues in the third sector is in place and ready to respond to further communication from the Trust which is expected shortly.

- 5.10.5 In summary, the Council continues to make progress against the Corporate Parenting agenda. The aim during 2014 - 15 will be to evaluate the impact of what has been achieved so far across all directorates, including the implementation of the Family Firm Policy, and, as noted above, to fully review and revise the Corporate Parenting Action Plan.

6. IMPACT

- 6.1 The programme of work contributes to the Council's commitments set out in the Community Plan and Single Outcome Agreement - Outcome 8 (to improve the life chances of children, young people and families at risk); and 5 Year Corporate Business Plan - SCWB 6 (review of workforce/skills mix) and SCWB 14 (reduce use of Out Of Authority Placements).
- 6.2 An Equalities and Human Right Impact Assessment (EHRIA) has been conducted for the Corporate Policy and Action Plan. This report is an update report that seeks to inform Elected Members on the progress of the corporate parenting programme of work and therefore does not require an EHRIA to be completed at this time.

7. MANAGEMENT OF RISK

- 7.1 No specific risks were identified in relation to this report.

8. BACKGROUND PAPERS

- Aberdeen City Council Corporate Parenting Policy 2012 - 2015.
- Family Firm Guidance 2012 - 2015.

9. REPORT AUTHOR DETAILS

David Bliss
Children's Service Manager - Planning and Development
Social Care and Wellbeing
01224 (52)2048
dbliss@aberdeencity.gov.uk

CORPORATE PARENTING ACTION PLAN 2012 - 2015

Section 1: ELECTED MEMBERS AND CHIEF EXECUTIVE'S COMMITMENTS

Ref	Action	Milestones	Timescale	RAG	Lead Officer(S)
1.1	Ensure effective leadership to seek, promote and support improved outcomes of young people who are for looked after children and care leavers.	1.1.1	Attend training and briefing sessions on Corporate Parenting for elected members in partnership with Who Cares Scotland.		Elected Members
		1.1.2	Approval for the looked after children Champions Board and achieve agreed representation from Elected Members and Chief Officers.		
		1.1.3	Approval of looked after children as a priority group in the Single Outcome Agreement 2013 - 2014.		
		1.1.4	Establish an Achievement Award for looked after children and care leavers in consultation with Young People's Participation Group.		
1.2	Continue to secure apprenticeships/other work experience opportunities within Directorate.	1.2.1	Continue to identify successful candidates for internship/apprenticeships in Directorate.		Chief Executive

Section 1 : 2013 - 2014 Summary Performance Analysis

1.1.4	The Young People's Participation Group was established in late 2013. It will inform the future development of this through its interaction with the Champion's Board.
1.2.1	In 2012 the service established and recruited to a post. In 2013, the post became vacant and recruitment has been put on hold due to a review of administration. The offer of an apprenticeships post will be considered again once the service redesign is complete. A full review of apprenticeships and internships offered throughout the council will be undertaken in 2014 - 2015.

CORPORATE PARENTING ACTION PLAN 2012 - 2015

Section 2: CORPORATE GOVERNANCE COMMITMENTS

Ref	Action	Milestones	Timescale	RAG	Lead Officer(S)
2.1	Mainstream the support for looked after children and care leavers internships	2.1.1	Amend 'Equality and human rights impact assessment' (EHRIA) to include looked after children and care leavers in special consideration category.		HOS CG Lead Officers HR

CORPORATE PARENTING ACTION PLAN 2012 - 2015

Section 2: CORPORATE GOVERNANCE COMMITMENTS

Ref	Action	Milestones	Timescale	RAG	Lead Officer(S)
	/apprenticeships.	2.1.2 Identify a lead officer to support recruitment for looked after children and care leavers internships /apprenticeships.	Oct 12		Lead Officer SC&WB
		2.1.3 Establish a mentoring scheme for looked after children and care leavers internships/ apprenticeships.	Jan 13		
		2.1.4 Establish 'We can & must do better' (WC&MDB) Training on OIL as part of Corporate Induction.	April 13		
2.3	Ensure all children and young people who are looked after away from home in residential units have access to ICT.	2.3.1 Complete upgrade of ICT in residential units. 2.3.2 Provide internet access on ICT equipment in residential units.	May 14 May 14		Lead Officer ICT Lead Officer SC&WB
2.4	Continue to secure apprenticeships/other work experience opportunities within Directorate.	2.4.1 Continue to identify successful candidates for internship/apprenticeships in directorate.	April 13 April 13		HoS CG Lead Officer SC&WB

Section 2 : 2013 - 2014 Summary Performance Analysis

2.1.1, 2.1.2, 2.1.3	A working group was convened to scope the task and recommendation on a new process that will be included in the 2014 - 2015 Action Plan.				
2.3.1, 2.3.2	Commitment made by Champions Board in February 2014 to resolving this within three months				
2.4.1	A full review of apprenticeships and internships offered throughout the council will be undertaken in 2014 - 2015.				

CORPORATE PARENTING ACTION PLAN 2012 - 2015

Section 3: HOUSING AND ENVIRONMENT COMMITMENTS

Ref	Action	Milestones	Timescale	RAG	Lead Officer(S)
3.1	Ensure Housing staff understand their additional	3.1.2 Review effectiveness of Housing Allocation Policy in meeting the needs of Care Leavers without resorting to homelessness legislation.	Mar 13		Lead Officer Housing

CORPORATE PARENTING ACTION PLAN 2012 - 2015

Section 3: HOUSING AND ENVIRONMENT COMMITMENTS

Ref	Action	Milestones	Timescale	RAG	Lead Officer(S)
	responsibilities looked after children and care leavers.	3.1.3 Identification of joint working arrangements for looked after children and care leavers set out in the Anti-Social Behaviour Strategy.	Mar 13		Lead Officer SC&WB
3.2	Identification of care leavers at risk of becoming homeless and secure appropriate accommodation.	3.2.1 Joint review undertaken of accommodation options for care leavers.	Dec 12		Lead Officer Housing
		3.2.2 Develop a Supported Housing Strategy for care leavers.	Mar 13		Lead Officer SC&WB
		3.2.3 Develop a policy to reduce the number of care leavers presenting as homeless.	Mar 13		
3.3	Continue to secure apprenticeships/other work experience opportunities within Directorate.	3.3.1 Continue to identify successful candidates for internship/apprenticeships in Directorate.	April 13		HoS H&E Lead Officers H&E
		3.3.2 Support looked after children and care leavers to undertake assessment to secure a 4 year Trade Apprenticeship.	April 13		Lead Officer SC&WB

Section 3 : 2013 - 2014 Summary Performance Analysis

3.2.2	Work commenced. However, due to the review of residential childcare services (including through-care) in SC&WB this will follow the completion and approval of that review. It will also be affected by any response to the Life Changes Trust funding options which should become clearer during 2014 - 2015.				
3.3.1, 3.3.2	A full review of apprenticeships and internships offered throughout the council will be undertaken in 2014 - 2015.				

CORPORATE PARENTING ACTION PLAN 2012 - 2015

Section 4: EDUCATION, CULTURE AND SPORT COMMITMENTS

Ref	Action	Milestones	Timescale	RAG	Lead Officer(S)
4.1	Ensure that looked after children and young people have the same opportunities as their peers who are not looked after to benefit from high quality	4.1.1 Deliver 'We can & must do better' (WC&MDB) training to all Designated Senior Managers for looked after children.	Nov 12		Lead Officers ECS
		4.1.2 Establish process to ensure that looked after children's concerns have been identified and support co-ordinated (Additional Support Needs – ASN / Co-ordinated Support Plan – CSP).	Sep 12		
		4.1.3 Complete review of Inclusion Policy ensuring that looked after children	Mar 13		

CORPORATE PARENTING ACTION PLAN 2012 - 2015

Section 4: EDUCATION, CULTURE AND SPORT COMMITMENTS

Ref	Action	Milestones	Timescale	RAG	Lead Officer(S)
	education through Curriculum for Excellence.	<p>are a priority group.</p> <p>4.1.4 Improved the % of looked after children achieving and attaining in mainstream school.</p> <p>4.1.5 Establish Case File Audit process for looked after children Co-ordinated Support Plans (CSPs).</p> <p>4.1.6 Roll out the Imagination Library.</p> <p>4.1.7 Develop Reader Development Literacy Strategy.</p>	<p>Mar 13</p> <p>Mar 13</p>	<p style="background-color: #00FF00;"> </p> <p style="background-color: #00FF00;"> </p> <p style="background-color: #00FF00;"> </p>	
4.2	Improve the % of looked after children and care leavers entering positive and sustained post school destinations.	<p>4.2.1 Establish Activity Agreement Procedures.</p> <p>4.2.2 Recording destinations for looked after children in 16+ leaving care Teams.</p> <p>4.2.3 Increased the % of looked after children and care leavers entering positive post school destinations in education, training and employment.</p>	<p>Nov 12</p> <p>Jun 13</p> <p>Aug 13</p> <p>Aug 12</p> <p>Feb 13</p> <p>Mar 13</p>	<p style="background-color: #FF0000;"> </p> <p style="background-color: #FFFF00;"> </p> <p style="background-color: #00FF00;"> </p> <p style="background-color: #00FF00;"> </p> <p style="background-color: #00FF00;"> </p> <p style="background-color: #00FF00;"> </p>	Lead Officers ECS
4.3	Establish budgets to support young people to achieve their potential in relation to their interests and talents.	<p>4.3.1 Increase in % of looked after children participating in music lessons.</p> <p>4.3.2 Increase in % of looked after children participating in sports.</p> <p>4.3.3 Increase in % of looked after children participating in cultural and religious activities.</p>	<p>Mar 13</p> <p>Mar 13</p> <p>Mar 13</p>	<p style="background-color: #FF0000;"> </p> <p style="background-color: #FF0000;"> </p> <p style="background-color: #FF0000;"> </p>	Lead Officers ECS
4.4	Continue to secure apprenticeships/other work experience within directorate.	<p>4.3.4 Increase in % of looked after children attending school trips.</p> <p>4.4.1 Continue to identify successful candidates for internship/apprenticeships in directorate.</p>	<p>Mar 13</p> <p>Mar12</p>	<p style="background-color: #FF0000;"> </p> <p style="background-color: #FFFF00;"> </p>	Lead Officers ECS Lead Officer SC&WB

Section 4 : 2013 - 2014 Summary Performance Analysis

4.1.6	Awaiting creation of database by SC&WB before this can be rolled out. SC&WB and ECS colleagues to provide a revised action and timeline for 2014 - 2015 plan.				
4.1.7	Project is now underway and a revised timeline for 2014 - 2015 plan will be provided by ECS.				
4.3.1 – 4.3.4	SC&WB and ECS will establish a way to measure take up as this is proving more challenging that anticipated. Staffing changes within SC&WB have also prevented this during 2013 - 2014.				
4.4.1	A full review of apprenticeships and internships offered throughout the council will be undertaken in 2014 - 2015.				

CORPORATE PARENTING ACTION PLAN 2012 - 2015

Section 5: SOCIAL CARE & WELL-BEING COMMITMENTS

Ref	Action	Milestones	Timescale	RAG	Lead Officer(S)
5.1	Ensure all SC&WB staff undertake relevant training.	5.1.1 Teams trained in GIRFEC Operational Guidance.	June 12		SC&WB
		5.1.2 DSM trained in 'We can & must do better' (WC&MDB) materials.	May 12		Lead Officer
		5.1.3 Deliver of 4 training sessions for elected members.	May 13		
5.2	Establish Family Firm Model.	5.2.1 Approval of Family Firm Guidance.	Jan 13		
		5.2.2 Establish tracking for 16+ leaving care post school destination for looked after children.	May 12		
5.3	Ensure that looked after children are involved in decision making.	5.2.3 Improve the CF6 recording on 16+ leaving care destinations.	May 13		
		5.3.1 Compile end of year reports for Children's Rights Service.	Oct 12		SC&WB
		5.3.2 Revised forms for recording looked after children feedback from placements.	Jan 12		Lead Officer
5.4	Review and Redesign of Residential Child Care Services and Through-care.	5.4.1 Delivery of PMO set up workshops.	May 12		SC&WB
		5.4.2 As At Report completed for Board.	Oct 12		Lead Officer
		5.4.3 Delivery consultation events with stakeholders and set up zone communication pages.	Jan 13		
5.6	Improve AC1 & C3 looked after children notifications.	5.4.4 Develop online Self Evaluation questionnaire for zone.	Jan 13		
		5.4.5 Staff consultation on options appraisal for 'future state' model.	May 13		
		5.4.6 Committee approval.	May 14		
		5.6.1 Improve electronic system for notifying SC&WB, ECS and Health staff that a young person has become looked after.	March 12		SC&WB Lead Officer, SCRA, NHS & ECS Lead Officer
5.7	Continue to secure apprenticeships/other work experience within Directorate.	5.7.1 Continue to identify successful candidates for internship/apprenticeships in directorate.	Mar 13		Lead Officers SC&WB & All Lead Officers
		5.7.2 Establish a tracking tool and evaluate outcomes for all looked after children apprentices.	May 13		

Section 5 : 2013 - 2014 Summary Performance Analysis

5.2.3	Tracking on unknown manually shows 0 unknown destinations but still reporting 5% unknown due to recording errors on CF6.
5.4.5, 5.4.6	Further work had to be undertaken following the consultation exercise to work up additional operational detail around the future state model. The deadline for reporting to Committee has been extended to ensure appropriate consultation on staffing options is undertaken

	with the unions in advance of going to Committee. In addition there is an associated review of through-care service. A bid for additional funding through the new Life Changes Trust is anticipated and a working group, involving the third sector, is in place to take forward improvements to key processes, including recording of pathway coordinators, pathway planning, 16+ leaving care post school destinations and outcomes for apprenticeships.
5.5.3	Sessions have been arranged and delivery is in progress.
5.7.1	A full review of apprenticeships and internships offered throughout the council will be undertaken in 2014 - 2015.
5.7.2	Tracking tool established. Staffing changes within SC&WB have prevented a full review being undertaken during 2013 - 2014. With new recruitment this is planned for early 2014 - 2015.

CORPORATE PARENTING ACTION PLAN 2012 - 2015

Section 6: ENTERPRISE, PLANNING AND INFRASTRUCTURE

Ref	Action	Milestones	Timescale	RAG	Lead Officer(S)
6.1	Prioritise looked after children and care leavers in the social benefit aspects of the future business contracts.	6.1.1	Establish baseline data.		Lead Officers EPI
		6.1.2	Establish a process/procedure of inclusion of looked after children and care leavers into the new business contracts.		
6.2	Continue to secure apprenticeships/other work experience opportunities within directorate.	6.2.1	Establish an internship post within the directorate.		HOS Lead officer EPI Lead Officer SC&WB

Section 6 : 2013 - 2014 Summary Performance Analysis

6.1.1, 6.1.2	Baseline data due to have been established by April 2014. Work was underway with the department to review action and provide update for 2014 - 2015 plan. This has been delayed due to staff vacancy in SC&WB. This will be completed during 2014 - 2015.
6.2.1	Work is underway with the department to establish 1 apprenticeship. A full review of apprenticeships and internships offered throughout the council will be undertaken in 2014 - 2015.

Key Card

Action Reviewed
Not completed.
In progress and expected to be completed.
Completed.

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