

LEGAL AND DEMOCRATIC SERVICES

COMMITTEE DECISION SHEET

FINANCE, POLICY AND RESOURCES COMMITTEE - THURSDAY, 5 DECEMBER 2013

Please let the Committee Officer know as soon as possible if you do not agree with any action proposed in this decision sheet. These are decisions of the Committee and there is an expectation that action will be taken. If for any reason it is apparent that you will not be able to act on these instructions in full or in part or that there will be a delay, please let the Committee Officer know as it may be necessary to advise the Committee or seek further instructions from the Committee.

	Item Title	Committee Decision	PBB Option Affected	Services Required to take action	Officer to Action
1	<u>Order of the agenda</u>	<u>The Committee resolved:-</u> to move agenda item 12.3 (Learning Disability Transformation Programme Planning and Development Manager) to the start of the agenda to allow the officer to attend another meeting.			
1.1	<u>Members are requested to determine that any exempt business be considered with the press and public excluded</u>	<u>The Committee resolved:-</u> to consider items 10.1 (Sites for Waste Management Infrastructure and Update on Waste Management Services Contract), 11.1 (Satrosphere Limited – Strategic Partnership Agreement and Facility Redevelopment Update), 12.1 (Establishment of a new Housing Access Team); 12.2 (Expansion of Gas Team); 12.3 (Learning Disability Transformation Programme Planning and Development Manager); 13.1 (Tendering for Executive Recruitment Services); 13.2 (National Housing Trust Initiative Phase 2B); 14.1 (Transfer of Ownership of Thomas Blake Glove House); and 14.2 (Social Care and Wellbeing Management Structure Investigation) with the Press and Public excluded.			
12.3	<u>Learning Disability Transformation Programme Planning and</u>	<u>The Committee resolved:-</u> to approve the business case as outlined in the		Adult Services	T. Cowan

	Item Title	Committee Decision	PBB Option Affected	Services Required to take action	Officer to Action
	<u>Development Manager</u>	exempt report.			
3.1	<u>Minute of Previous Meeting of 26 September 2013</u>	The Committee resolved:- to approve the minute as a correct record.			
3.2	<u>Committee Business Statement</u>	The Committee resolved:- (i) in relation to item 2 (Grampian Japan Trust Loan Request), to note that a report would be submitted to the next meeting on 20 February 2014; (ii) in relation to item 4 (Satrosphere), to note that a further report would be submitted to the next meeting on 20 February 2014; (iii) in relation to item 7 (Joint Commissioning Strategy for Older People 2013-2023 – Financial Framework, to note the update provided by the Head of Service; (iv) to delete items 5 (Local Authority Mortgage Scheme) and 11 (Grampian Joint Police Board Draft Statement of Accounts 2012/13).		Economic Business Development Educational Development, Policy and Performance Legal and Democratic	R. Stephen A. Paterson K. Riddoch/ A. Swanson
3.3	<u>Motions List</u>	The Committee resolved:- (i) in relation to motion 1 (Motion by Councillor McCaig - Business Rates Incentive Scheme) to note that a report would be submitted to the next meeting on 20 February 2014 and to request the Chamber of Commerce to give a presentation to members; and (ii) in relation to motion 2 (Motion by Councillor Greig - Policing Museum), to note that the motion would be transferred to the Education, Culture and Sport Committee motions list and could be removed from this Committee's motion list.		Finance Legal and Democratic	S. Whyte K. Riddoch/ A. Swanson/ R. Coull

	Item Title	Committee Decision	PBB Option Affected	Services Required to take action	Officer to Action
4.1	<u>School Server Refresh and Rationalisation - referred from the Education, Culture and Sport Committee of 21 November 2013</u>	<u>The Committee resolved:-</u> to defer the report to the next meeting of Council on 18 December 2013 to allow Trade Union colleagues to provide comments on the report.		Customer Service and Performance Education, Culture and Sport Legal and Democratic	S. Massey R. Rentoul K. Riddoch/ M. Orchard
4.2	<u>Internal Waste Implementation Plan - referred by the Enterprise, Strategic Planning and Infrastructure Committee of 12 November 2013</u> Members, please note that the Enterprise, Strategic Planning and Infrastructure Committee approved the report recommendations	<u>The Committee resolved:-</u> to endorse the actions to reduce Council waste set out in the Internal Waste Minimisation Plan			
4.3	<u>City Events and Twinning 2014 - 2015</u>	<u>The Committee resolved:-</u> to agree the request for monies to come from the Common Good Fund and General Fund.		Finance Economic and Business Development	S. Whyte D. Parrot
4.4	<u>Commonwealth Travel Bursary – Update on Progress - referred by the Diamond Jubilee Commonwealth Travel Bursary Working Group of 21 November 2013</u>	<u>The Committee resolved:-</u> to suspend Standing Order 22(1) and delegate powers to officers and amend the working group's remit as recommended.		Legal and Democratic	V. Cuthbert
5.1	<u>2013/14 Financial Monitoring - Corporate Governance</u>	<u>The Committee resolved:-</u> (i) to note the content of the report and the information on management action and risks that is contained therein; (ii) to instruct that officers continue to review budget performance and report on service		Finance	J. Hashmi

	Item Title	Committee Decision	PBB Option Affected	Services Required to take action	Officer to Action
		<p>strategies; and</p> <p>(iii) to congratulate staff on their excellent work to date.</p>			
6.1	<u>Council Budget 2013-14 Monitoring</u>	<p><u>The Committee resolved:-</u></p> <p>(i) to note and endorse the content of the report;</p> <p>(ii) to note the value and agree that the sums, returned at the end of financial year 2012/13 by Grampian Joint Police Board and Grampian Joint Fire and Rescue Board are earmarked by the Council to contribute towards the funding of the overall capital investment strategy of the Council in future years; and</p> <p>(iii) to approve the re-profiling of the general fund capital plan to reflect the total gross cost and appropriate partner contributions towards the Hydrogen Bus Project in the 5 year capital plan, rather than the net cost to the Council.</p>		Finance	J. Belford
6.2	<u>2013/14 Common Good Budget - Monitoring Report Update</u>	<p><u>The Committee resolved:-</u></p> <p>(i) to note the income and expenditure position as at 31 October 2013 and the forecast outturn for the year; and</p> <p>(ii) to note the forecast cash balances as at 31 March 2014 of £7 million based on current estimates, which is within the recommended levels indicated by the Head of Finance.</p>		Finance	C. Gilmour
6.3	<u>General Fund Revenue and Capital Budget 2014-15 and Indicative 5 Year Budgets</u>	<p><u>The Committee resolved:-</u></p> <p>(i) to note the attached 2014/15 draft budget proposal which will be presented to the 6 February 2014 Budget Setting Council meeting;</p> <p>(ii) to note the draft 5 Year Business Plan position in relation to the Council's</p>		Finance Legal and Democratic	S. Whyte M. Orchard – for info

	Item Title	Committee Decision	PBB Option Affected	Services Required to take action	Officer to Action
		<p>General Fund Revenue budget, subject to the final grant settlement award letter;</p> <p>(iii) to note the continuation of a Risk Fund to mitigate against any in year cost pressures subject to final Council approval in February 2014;</p> <p>(iv) to agree that the Council continues to retain uncommitted revenue reserves in accordance with the Reserves Strategy, which presently shows a requirement for £11.3 million to be held; and</p> <p>(v) to note that a capital investment programme of £300 million over the 5 year Business Plan life cycle is in place and the recently approved Strategic Infrastructure Plan is incorporated there-in.</p>			
6.4	<u>Draft Housing Revenue Account (HRA) Budget and Housing Capital Budget 2014/15 to 2018/19</u>	The Committee resolved:- to refer the report simpliciter to the next meeting of Council on 18 December 2013.		Legal and Democratic	K. Riddoch/ M. Orchard
6.5	<u>Common Good Budget 2014-15 and Indicative 2015/16 to 2018/19 Budget</u>	The Committee resolved:- (i) to note the Common Good budget for 2014/15 and to refer the report to the Council Budget Meeting on 6 February 2014 for approval; and (ii) to note the 2015/16 – 2018/19 indicative budgets.		Finance Legal and Democratic	H. Valentine M. Orchard – for info
6.6	<u>North East Scotland Pension Fund 2014/15 and Indicative 2015/16 to 2018/19 Budget</u>	The Committee resolved:- (i) to note the provision contained within the Council's General Fund budget for 2014/15, and to refer the to the Council Budget Meeting on 6 February 2014 for approval; (ii) to note the 2015/16 to 2018/19 indicative budget; (iii) to instruct the Head of Finance to recover		Finance Legal and Democratic	C. Wright M. Orchard – for info

	Item Title	Committee Decision	PBB Option Affected	Services Required to take action	Officer to Action
		(iv) the actual costs from the NESPF; and to note progress in the introduction of a Service Level Agreement (SLA).			
6.7	<u>Small Financial Assistance Grants 2013/14</u>	<u>The Committee resolved:-</u> (i) to agree to award a grant of £2,500 to Celebrate Aberdeen (ACVO); (ii) to not award funding to ELSA and the 9 th Aberdeen Scout Troop as outlined in the report; and (iii) to instruct officers to advise the Aberdeen Scout Group to apply to the Youth Grant Scheme for funding.		Finance	S. Buthlay
7.1	<u>Whistleblowing Policy/Procedure</u>	<u>The Committee resolved:-</u> to approve the introduction of the amended Whistleblowing policy/procedure.		Human Resources and Organisational Development	K. Tennant
7.2	<u>Sickness Absence Update</u>	<u>The Committee resolved:-</u> to note the Council sickness rate as outlined in appendix 2 to the report.		Human Resources and Organisational Development	J. Capstick
8.1	<u>Posts to deliver Key Goal 1 of the Strategic Infrastructure Plan (Affordable Houses)</u>	<u>The Committee resolved:-</u> (i) to approve the business case as outlined in the report; and (ii) to instruct officers to submit a report to a future meeting of this Committee providing an update on the project.		Regeneration and Housing Investment	J. Quinn
8.2	<u>Business Requirements for Service Improvement - Building Services</u>	<u>The Committee resolved:-</u> (i) to approve the business case as outlined in the report; and (ii) to instruct officers to submit a report to a future meeting of this Committee providing		Regeneration and Housing Investment	K. Stewart

	Item Title	Committee Decision	PBB Option Affected	Services Required to take action	Officer to Action
		an update on the project.			
8.3	<u>Young Women's Service</u>	<p><u>The Committee resolved:-</u></p> <p>(i) to approve the establishment of a gender specific service for vulnerable girls and young women;</p> <p>(ii) to approve the following increase to the establishment:</p> <ul style="list-style-type: none"> • 1 FTE Team Leader post at G14 • 2 FTE Family and Community Support Officer posts at G13 • 2 FTE Family Resource Worker posts at G11; <p>(iii) to approve the limitations of employment to the new posts within the service, to female candidates only, justifiable and legitimate occupational requirements of the posts, in relation to Schedule 9 of the Equality Act 2010; and</p> <p>(iv) to instruct officers to submit a report to the Social Care, Wellbeing and Safety Committee within 12 months to advise on the progress of the project and to determine if further resources were required.</p>		Family and Community Support Team	A. Donaldson
9.1	<u>Corporate Governance Service Asset Management Plan and ICT Asset Management Plan Updates (2013)</u>	<p><u>The Committee resolved:-</u></p> <p>to approve the Corporate Governance Service Asset Management Plan and ICT Asset Management Plan 2013.</p>		Customer Service and Performance	S. Massey
9.2	<u>Haudagain Upgrade (Middlefield) Update</u>	<p><u>The Committee resolved:-</u></p> <p>(i) to note the decision taken by Council at its meeting of 21st August 2013 which included an instruction to request a comprehensive risk assessment covering political, business and finance risks to be considered in the form of the Corporate</p>		Regeneration and Housing Investment	J. Quinn

	Item Title	Committee Decision	PBB Option Affected	Services Required to take action	Officer to Action
		<p>Risk Register, reporting back to the December meeting of the Finance, Policy and Resources Committee;</p> <p>(ii) to note the Risk Evaluation Paper (Appendix 4), which illustrates there is a high risk that the Scottish Government will no longer fund the construction of the Haudagain including all compensation costs;</p> <p>(iii) to note Appendix 4 makes it clear that whilst there are verbal and written statements of intent from Scottish Government Ministers and officials there is no formal, legally binding documentation;</p> <p>(iv) to note both that the Council is committed to providing the Scottish Government with £75 million as its share of the Aberdeen Western Peripheral Route despite Edinburgh and Fife Councils contributing nothing to the new Forth Road Crossing, and that the Council is committed to building a Third Don Crossing, upgrading the Berryden corridor and building a new link road at Dyce at a total cost of £125 million;</p> <p>(v) to instruct officers to proceed with the project subject to negotiating acceptable financial guarantees from the Scottish Government or one of its agencies by 30th April 2014 in order for a report to come forward to the meeting of the Committee on 6th May 2014;</p> <p>(vi) to instruct officers to prepare a report for the 6th May 2014 meeting of the Committee outlining proposals including where appropriate costs for the regeneration of Middlefield without the</p>			

	Item Title	Committee Decision	PBB Option Affected	Services Required to take action	Officer to Action
		<p>(vii) proposed Haudagain improvements should the Scottish Government or one of its agencies refuse to commit to providing the Council with acceptable financial guarantees as requested; and to note that a simple legally binding agreement between the present SNP Scottish Government and Aberdeen City Council would bind the newly elected 2016 Scottish Government and the newly elected 2017 Council Administration to take forward the Haudagain roundabout upgrade, and to note that in 2003 the then Scottish Executive and the then Council Administration entered into a legally binding contract for the AWPR which this Administration is adhering to, and to ask why the SNP is reluctant to ask the Scottish Government to bind itself to a contract if as it says the Scottish Government will deliver on the Haudagain roundabout upgrade unless they know what we suspect that any SNP Scottish Government intends to renege on its promise to the people and the businesses of Aberdeen; and</p> <p>(viii) to instruct officers to provide a response to the following questions from Councillor Reynolds, copied to all members of the Committee (1) did Moray Council have to contribute to the junctions on the new Fochabers Bypass; and (2) is the Scottish Government moving away from funding the Aberdeen Western Peripheral Route, and are they instead choosing to lease the road from the successful contractor for 35 years?</p>		Finance	S. Whyte

	Item Title	Committee Decision	PBB Option Affected	Services Required to take action	Officer to Action
10.1	<u>Sites for Waste Management Infrastructure and Update on Waste Management Services Contract Update - to be referred by the Zero Waste Management Sub Committee of 4 December 2013</u>	<u>The Committee resolved:-</u> to agree to the purchase of an area of ground at Hareness Place to allow access to the adjoining site owned by the Council.		Environment Services	P. Lawrence
11.1	<u>Satrosphere Limited - Strategic Partnership Agreement and Facility Redevelopment Update</u>	<u>The Committee resolved:-</u> (i) to note the outline and principles incorporated within the draft Strategic Partnership Agreement and instruct officers to conclude negotiations on the document with Satrosphere Limited and report back to the meeting of Committee in February 2014; and (ii) to note the position in respect of the potential re-development of the Council owned premises at 179 Constitution Street by Satrosphere Limited.		Educational Development, Policy and Performance	A. Paterson
12.1	<u>Establishment of a new Housing Access Team</u>	<u>The Committee resolved:-</u> to approve the business case as outlined within the report.		Housing and Community Safety	D. Urquhart/ C. Hunter
12.2	<u>Expansion of Gas Team</u>	<u>The Committee resolved:-</u> to approve the business case as outlined in the exempt report.		Regeneration and Housing Investment	K. Stewart
13.1	<u>Tendering for Executive Recruitment Services</u>	<u>The Committee resolved:-</u> to approve the estimated expenditure as detailed within the financial recommendations of the report and, in accordance with Standing Order 1(3) of the Council's Standing Orders Relating to Contracts and Procurements, otherwise instruct officers to undertake a procurement exercise for executive recruitment services in compliance with		Human Resources and Organisational Development	J. Capstick

	Item Title	Committee Decision	PBB Option Affected	Services Required to take action	Officer to Action
		the Council's Standing Orders and the Public Contract (Scotland) Regulations 2012.			
13.2	<u>National Housing Trust Initiative Phase 2B</u>	<u>The Committee resolved:-</u> to approve the recommendations contained in the exempt report.		Housing and Community Safety	G. Stuart
14.2	<u>Social Care and Wellbeing Management Structure Investigation</u>	<u>The Committee resolved:-</u> to note the content of the report and to instruct the Director of Corporate Governance to investigate why there was a delay in the report and why the report did not contain all of the information that was requested.		Corporate Governance	A. Scott
14.1	<u>Transfer of Ownership of Thomas Blake Glover House</u>	<u>The Committee resolved:-</u> (i) to note the contents of the report. (ii) to instruct officers to enter into negotiations with the Grampian Japan Trust regarding a possible transfer of the property and to report back to the next meeting of the Finance, Policy and Resources Committee. (iii) to instruct relevant officers to present to the next meeting of the Finance Policy and Resources Committee a fully costed proposal for any future use of Glover House including any benefits which may accrue to Aberdeen City Council as a result of the property being in Council ownership. (iv) to instruct relevant officers to report to the next meeting of the Finance Policy and Resources Committee on progress with the proposal in order that officers can continue to prepare any documentation which would be required to facilitate the transfer of the property Glover House, to the Council subject to:-		Economic Business Development	R. Stephen

	Item Title	Committee Decision	PBB Option Affected	Services Required to take action	Officer to Action
		<ul style="list-style-type: none"> • the Head of Legal and Democratic Services being satisfied that the proposed use of the property conforms to any contractual terms which may be imposed by the Trust; and • the Head of Finance being satisfied that any risk to the Council can be mitigated and that the Council neither inherits any debts nor financial liabilities of the Grampian Japan Trust; and that the financial implications for the Council can be met and sufficient budget is in place to cover the costs of any legal fees which are to be incurred and any fees relating to the repair and maintenance of the building as well as identifying a future budget beyond 2013/2014 from the appropriate Council budgets to cover the costs of on-going maintenance and upkeep of the building in the event of the transfer of ownership being completed. 			

Should you require any further information about this agenda, please contact Karen Riddoch on 01224 522723 or email kariddoch@aberdeencity.gov.uk