

	Item Title	Committee Decision	Services Required to take action	Officer to Action
		<p>report back to the Committee in September 2014 with a feasibility study and proposals to re-house the directly affected tenants in Middlefield and to regenerate the wider Middlefield Area. This should include proposals to relocate affected community facilities;</p> <p>(vii) to instruct the Directors of Housing and Environment and Corporate Governance, to report back to this Committee in September 2014 with potential funding solutions for the new build and regeneration proposals, noting that this Council has previously expressed the view that the Scottish Government should meet the cost of relocating the affected community facilities. The Scottish Government should also be asked to consider what additional financial support could be given to the new build and regeneration proposals for Middlefield;</p> <p>(viii) to instruct officers to consult with the residents of Middlefield on new housing and regeneration matters and that the results of the consultation be reported back to this Committee in September 2014; and</p> <p>(ix) in the offered spirit of co-operation to instruct officers to approach the Minister of Housing and Welfare to discuss Scottish Government support in the event of a shortfall arising between the compensation paid and the replacement cost of the lost homes.</p>		
1.1	<u>Determination of Exempt Items of Business</u>	<p><u>The Committee resolved:</u> in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting from item 12.1 of the agenda onwards so as to avoid disclosure of information of the classes described in the following paragraphs of Schedule 7(A) to the Act.</p>		

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3.1	<u>Minute of Previous Meeting of 20 February 2014</u>	<u>The Committee resolved:</u> to approve the minute as a correct record.		
3.2	<u>Committee Business Statement</u>	<u>The Committee resolved:</u> (i) in relation to item 3 (Tillydrone Project), to note the update and that an information bulletin report was available and therefore to remove this item from the statement; (ii) in relation to item 5 (Impact and Potential for Social Media), to note that an information bulletin report was available and therefore to remove from the statement; (iii) in relation to item 6 (Corporate Parenting Policy, to note that a report on this matter would be considered by Council on 14 May 2014, and therefore to remove this item from the statement; (iv) to note that reports on items 1 (North East Scotland Japan Trust), 4 (Trade Union Facility Time), 9 (Haudagain Upgrade (Middlefield) Update), 10(i) Cost of Living Challenges), 12 (Small Financial Assistance Applications), were to be considered on today's agenda and to remove them subject to the decision taken; and (v) to otherwise note the updates provided.	Committee Services	A Swanson
5.1	<u>Older People's Advisory Group Updated Remit - referred from the Older People's Advisory Group of 19 February 2014</u>	<u>The Committee resolved:</u> to note and approve the updated remit.	Committee Services	D Gavin / L McBain
5.2	<u>Internal Audit Plan 2014/15 - referred from the Audit and Risk Committee of 27 February 2014</u>	<u>The Committee resolved:</u> to note the Internal Audit Plan.	N/A	N/A
5.3	<u>Revision of the Aberdeen City Waste Strategy - referred from the Housing and Environment Committee of 11 March 2014</u>	<u>The Committee resolved:</u> to approve the revised Aberdeen City Waste Strategy 2014-2025.	Environment Services	M Reilly / P Lawrence

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5.4	<u>Sports Grants - referred from the Education, Culture and Sport Committee of 27 March 2014</u>	<u>The Committee resolved:</u> to agree that £25,000 from the Common Good Budget underspend be allocated to support the Games Legacy through ensuring that local communities celebrate Glasgow 2014 at a grassroots level during 2014/15.	Communities, Culture and Sport	G Woodcock / J Hall
6.1	<u>Corporate Governance Performance Reporting</u>	<u>The Committee resolved:</u> to note the content of the report and the format for future performance reporting to the Committee; and to ask that the information on the dashboard be recirculated to all members.	Customer Service and Performance	M Murchie / N Buck
6.2	<u>2013/14 Financial Monitoring - Corporate Governance</u>	<u>The Committee resolved:</u> (i) to note the report and the information on management action and risks contained therein; and (ii) to instruct that officers continue to review budget performance and report back on service strategies.	Finance	S Whyte / J Belford
7.1	<u>Council General Fund Monitoring 2013/14</u>	<u>Further to a vote, the Committee resolved:</u> (i) to note the forecast financial outturn for the financial year 2013/14 and to agree that the political policies adopted by the Council's Administration from May 2012 had contributed greatly to the stability of the city's financial position; (ii) to thank officers from all Directorates for their hard work throughout the year ensuring good quality public service was the key to providing economic stability; and (iii) to agree that the underspend be set aside to aid the funding of capital investment requirements, as agreed at the October meeting, with the exception of the funding allocations noted below and subject to consideration of item 13.2 (Thomas Blake Glover House) and its financial implications: <ul style="list-style-type: none"> • £100,000 for unadopted roads with the 	Finance	S Whyte / J Belford

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		<p>Council contributing up to a maximum of 50%;</p> <ul style="list-style-type: none"> • £20,000 for a study into flood prevention measures for the Culter Burn; • £65,000 for pavement improvements on Harlaw Road(Queen’s Lane South to Forest Avenue); • £165,000 for resurfacing footways on North and South Printfield Walk and Tanfield Avenue West and East; • £10,000 for providing lighting at the steps which run from Gilcomstoun Land down to Skene Street (next to the recycling point opposite Gilcomstoun School); • £12,000 for enhancing the lighting on Esslemont Avenue between Skene Street and Northfield Place; • £30,000 for road resurfacing at the top of Binghill Road and the Meadows; • £60,000 for road resurfacing at Lewis Road at Taransay Court; and • £100,000 for Regent Walk. 		
7.2	<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 28 February 2014 and the forecast outturn for the year to 31 March 2014;</p> <p>(ii) to note the forecast cash balances as at 31 March 2014 of £7million based on current estimates, which was within the recommended levels indicated by the Head of Finance; and</p> <p>(iii) to note that the exact, not budgeted, cost of the youth tickets for the Scottish League Cup final would be reported in the year end accounts.</p>	Finance	S Whyte / C Gilmour
7.3	<u>Small Financial Assistance Grants 2014/2015</u>	<u>Further to a vote, the Committee resolved:</u> to agree to update the criteria for small financial	Finance	S Whyte / S Buthlay

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		assistance applications as described in paragraph 5.2 of the report.		
7.4	<u>Twining and International Partnerships</u>	<u>The Committee resolved:</u> to agree to award a grant of £600 to towards the visit of a jazz group from Regensburg who will perform with a local musician in Aberdeen, 8-10 May, 2014.	Economic Business Development	L Paterson
8.1	<u>Revised Managing Leavers Procedure</u>	<u>The Committee resolved:</u> to approve the revised procedure as detailed in Appendix A and note that feedback on the procedure would be sought in twelve months.	Human Resources and Employee Development	E Sutherland / L Illingworth
8.2	<u>Sickness Absence Update and Revised Maximising Attendance Policy</u>	<u>The Committee resolved:</u> (i) to note the recent improvement in sickness absence across the Council and the breakdown of sickness absence by Directorate as detailed in Appendix 1; (ii) to approve the revised method of calculating and reporting sickness absence statistics for internal purposes as detailed in paragraph 5.2 of the report; and (iii) to approve the Maximising Attendance policy contained at Appendix 3.	Human Resources and Employee Development	E Sutherland / J Capstick
8.3	<u>Geographical Weighting Allowance</u>	<u>The Committee resolved:</u> (i) to instruct that the Director of Corporate Governance (or appropriate representative) participates on behalf of the Council in a pan-public sector group which is to be established to consider the feasibility of introducing a weighting allowance and to report back on the outcomes to a future Finance, Policy and Resources Committee; and (ii) to note that a major problem that the city had in relation to the cost of living was the price of housing and to instruct officers to consider, with its public sector partners, if the delivery of more affordable housing might have	Human Resources and Employee Development	E Sutherland / K Templeton

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		greater benefit for employees and employers, in both public and private sectors, than the introduction of an Aberdeen weighting allowance.		
8.4	<u>Trade Union Facility Time</u>	<u>Further to a vote, the Committee resolved:</u> to approve the proposed amendments to element 2 of Framework Agreement for Industrial Relations (FAIR) which changes the criteria for the allocation of devoted trade union facility time, subject to paragraph 5.2 of appendix 1 to the report being amended to read: "A trade union with less than 300 members, with the exception of UCATT where the number of members will be placed at 200 due to the need for specialised knowledge required for the building trade, will not normally qualify for DTUFT".	Human Resources and Employee Development	E Sutherland / J Capstick
9.1	<u>Staff for Road Improvement Projects</u>	<u>The Committee resolved:</u> (i) to approve the establishment of the following permanent posts: 1 Principal Resident Engineer 1 Engineer 2 Technical Officers 3 Inspector of Works; and (ii) to approve the establishment of the following fixed term, project specific posts: 1 Engineer 2 Inspector of Works.	Planning and Sustainable Development	M Bochel / T Rogers
10.1	<u>Provision of Festive Lighting</u>	<u>The Committee resolved:</u> (i) to note that the officers were preparing to tender for the design, supply, installation, removal and maintenance of festive lighting; (ii) to approve the estimated expenditure for the design, supply, installation, removal and maintenance of festive lighting, of approximately £105,000 per annum from the Common Good Fund, for the three-year	Asset Management and Operations	H Murdoch / M Cheyne

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		<p>period 2014-2017 giving a total estimated expenditure of £315,000 from the Common Good Fund, in accordance with SO1(3) of the Council's Standing Orders relating to Contracts and Procurement;</p> <p>(iii) that subject to best value being shown and a suitable budget being available, to approve the purchase of the festive lighting at the end of the 3 year period, for the value given in the awarded tender;</p> <p>(iv) to approve the expenditure up to a maximum of £8,000 per annum from the Common Good Fund for the three-year period 2014-2017 for the provision of electricity to power the festive lighting in accordance with SO1(3) of the Council's Standing Orders relating to Contracts and Procurement;</p> <p>(v) to approve that any residual money between the festive lighting contract and the provisions approved within the relevant annual budget be used to install up-lighters or similar to Rubislaw Terrace Gardens, Union Terrace Gardens, Schoolhill Pocket Park etc over the next three years; and</p> <p>(vi) to instruct officers to work with Aberdeen Inspired to maximise the festive experience within the city centre for residents and visitors to Aberdeen and to report back to the next meeting of the Committee with a detailed joint vision for the festive period, including any financial commitments required to enhance the city's reputation as a place to invest, live and visit.</p>		
10.2	<u>ICT Investment Programme 2014/2015</u>	<p><u>The Committee resolved:</u></p> <p>(i) to approve the programme listed in appendix A;</p> <p>(ii) to authorise the estimated expenditure in respect of each item in accordance with</p>	Customer Service and Performance	P Fleming / S Massey

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		<p>Standing Order 1(3) of the Council's Standing Orders relating to Contracts and Procurement;</p> <p>(iii) to instruct officers to implement the detailed programme;</p> <p>(iv) to delegate to the Head of Customer Service and Performance, the Head of Legal and Democratic Services, the Convener and Vice Convener of the Finance, Policy and Resources Committee, to amend the programme should priorities change during the year; and</p> <p>(v) to grant approval to appropriate officers to award contracts on receipt of a valid tender submission, where appropriate, subject to necessary funding in the approved revenue budget.</p>		
11.1	<u>Update on Commissioning of an Aberdeen -Japan Strategy</u>	<p>The Committee resolved: to note the update and accept a further update to Committee on 19 June, with the findings of the final study being reported to Committee on 30 September, 2014.</p>	Economic Business Development	E Robertson
11.2	<u>Invitation to Join East Coast Mainline Authority</u>	<p>The Committee resolved:</p> <p>(i) to agree that the current arrangements in place, as detailed in the report, were proving successful and were an efficient and effective use of available resources;</p> <p>(ii) that subject to the above, to decline the invitation to Aberdeen City to individually join the East Coast Mainline Authority (ECMA) and contribute to the business case at a cost of £4,400; and</p> <p>(iii) to instruct the appropriate officers to continue to update members on future progress and outcomes on rail matters as they affect Aberdeen via reports to the Enterprise, Strategic Planning and Infrastructure</p>	Planning and Sustainable Development	M Bochel / J Murray

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		Committee.		
11.3	<u>Salix Funding</u>	<p><u>The Committee resolved:</u></p> <p>(i) to note that officers had commenced the process for the provision of interest free funds amounting to £608,406 to finance the energy savings from street lighting projects by way of the Salix Energy Efficiency Loans Scheme. The projects were as follows:-</p> <ul style="list-style-type: none"> • upgrade Union Street to LED type lighting - £149,578.00 • upgrade Union Terrace to LED type lighting - £8,828.00 • city wide upgrade to “Cosmo” light fitting - £440,000; <p>(ii) to agree that officers enter into a loan agreement with Salix Finance Limited for the interest free funds and for the drawdown of the said funds within 20 days after the agreed completion date;</p> <p>(iii) to approve the expenditure of the funds towards the above mentioned projects;</p> <p>(iv) to delegate authority to the Director of Enterprise, Planning and Infrastructure in consultation with the convenor of the Finance, Policy and Resources Committee to bid for additional Salix Energy Efficiency Loans Scheme interest free funds when appropriate energy efficiency projects can be identified and where it could be demonstrated to be financially beneficial to the Council and to inform the committee by way of the information bulletin when this power had been exercised; and</p> <p>(v) to request officers provide the Committee, by way of email, with a description of a “Cosmo” light fitting.</p>	Asset Management and Operations	H Murdoch / M Cheyne / M Muhammad
11.4	<u>Review of Access to Leisure Scheme</u>	<u>The Committee resolved:</u>		

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		<ul style="list-style-type: none"> (i) to note the work undertaken to date to review the Access to Leisure (A2L) Scheme; (ii) to approve the following policy recommendations as set out below, subject to a further report on the proposed implementation of the changes being considered by the Committee: <ul style="list-style-type: none"> (a) to confirm the requirement to have a scheme in Aberdeen that sought to reduce health and wellbeing inequalities in Aberdeen, with an aim to facilitate access to increased regular participation in health and wellbeing for those whom affordability or disability was a barrier; (b) That the A2L scheme was re-aligned to fit with, reflect, and contribute to, appropriate corporate, strategic and SOA priorities including the Welfare Reform and new benefit system, and linked to reducing health and wellbeing inequalities within the city; (c) Eligibility for discounted coffee and tea should cease, instead the Accord Card should be used as a vehicle to continue targeted discounted offers on teas and coffees; (e) Subsidised childcare should remain within the scheme; (f) The scheme should facilitate access to regular participation in physical activity for all those with an evidenced physical or learning disability or a long term health condition (linked to benefits); (g) The scheme should be linked to a robust, evidence based health referral/ social prescription scheme; (h) Consideration should be given to linking the scheme in with the national retirement age (to be implemented on a 	Communities, Culture and Sport	G Woodcock

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		<p>phased basis);</p> <ul style="list-style-type: none"> (i) The scheme should be available for off-peak activities only, except for family swimming which should also be available during peak periods; (j) A review should be carried out on the impact of the provision of free swimming. In the meantime, free swimming should continue at existing designated community swimming pools; and (k) A2L should be available at all ACC leisure facilities across the city, including those operated by partners; and <p>(iii) to note that a short term working group would be set up to implement the recommended operational changes to the scheme, namely:</p> <ul style="list-style-type: none"> (a) To revise and re-launch a more focussed and targeted A2L scheme; (b) To undertake detailed work on the impact of the changes; (c) A new, more targeted and integrated approach to marketing is adopted; (d) The application and administrative processes for A2L were simplified. (e) A new monitoring approach for the A2L Scheme was developed so that the outcomes could be clearly understood; and (f) The new scheme should be implemented on a phased basis taking into consideration individuals who had a current entitlement, but would not be entitled under the new scheme criteria. 		

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11.5	<u>Offshore Technology Conference 2014 and Offshore Northern Seas 2014</u>	<p>The Committee resolved:</p> <p>(i) retrospectively approve the travel and associated arrangements necessary to enable the Council Leader to participate fully in the OTC 2014 programme retrospectively; and</p> <p>(ii) approve the travel and associated arrangements necessary to enable the Council Leader to participate fully in the ONS 2014 programme.</p>	Economic Business Development	E Robertson
12.1	<u>Extension to Lease Area, Aberdeen Sports Village - referred from the Property Sub Committee of 22 April 2014</u>	<p>The Committee resolved:</p> <p>to note the decision of the Property Sub Committee and that a report seeking determination of funding for the rent of the additional area would be submitted to a future meeting of the Committee.</p>	Asset Management and Operations	H Murdoch / S Booth
13.2	<u>Update on the Transfer of Ownership of Thomas Blake Glover House</u>	<p>The Committee resolved:</p> <p>(i) to approve the recommendations contained in the exempt report; and</p> <p>(ii) to instruct officers to advise the Committee, by way of email, of the previous and projected running costs of Thomas Blake Glover House.</p> <p>In terms of Standing Order 36(3), this matter was referred to full Council in order for a final decision to be taken.</p>	Economic Business Development	R Stephen
13.3	<u>Potterton, Aberdeen - Proposed Lease</u>	<p>The Committee resolved:</p> <p>to approve the recommendations contained in the exempt report.</p>	Asset Management and Operations	H Murdoch / S Booth
17.1	<u>Tender for the Maintenance of Voice Switches</u>	<p>The Committee resolved:</p> <p>in accordance with Standing Order 1 (3) of the Council's Standing Orders relating to Contracts and Procurement, to approve the expenditure outlined in Section 3 of the report and the tendering of two contracts to cover (i) the</p>	Customer Service and Performance	P Fleming / S Massey

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		<p>maintenance of smaller voice switches and (ii) the main corporate contract. Both tenders would be procured through existing Crown Commercial Service (formerly Government Procurement Service) Framework Agreements; with the subsequent award of contracts for a 2 year period, with an option to extend for a further 2 year period on an annual basis.</p>		

If you require any further information about this decision sheet, please contact Allison Swanson, tel. (52)2822 or email aswanson@aberdeencity.gov.uk