

## LEGAL AND DEMOCRATIC SERVICES

### COMMITTEE DECISION SHEET

#### COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE - WEDNESDAY, 20 JANUARY 2016

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	Services Required to take action	Officer to Action
1	<b><u>Determination of Exempt Business</u></b>	<b><u>The Committee resolved:</u></b> to consider items 14.1, 14.3 and 14.4 with the press and public excluded and to consider item 14.2 in public.	N/A	N/A
2	<b><u>Minute of Previous Meeting of 27 October 2015</u></b>	<b><u>The Committee resolved:</u></b> to approve the minute as a correct record.	Democratic Services	Emma Parr
3	<b><u>Minute of the Meeting of the Disability Advisory Group of 3 June 2015</u></b>	<b><u>The Committee resolved:</u></b> to approve the minute as a correct record.	Democratic Services	Emma Parr
4	<b><u>Minute of Meeting of the Older People's Advisory Group of 16 June 2015</u></b>	<b><u>The Committee resolved:</u></b> to approve the minute as a correct record.	Democratic Services	Emma Parr
5	<b><u>Police Scotland Aberdeen City Division Performance April - September 2015</u></b>	<b><u>The Committee resolved:</u></b> to note the content of the report.	N/A	N/A

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6	<b><u>Police Scotland - Independent Assurance Review - Call Handling</u></b>	<b><u>The Committee resolved:</u></b> (i) to note the recommendations contained in the report; and (ii) to support the public backing that the Control Room in Aberdeen is kept.	N/A	N/A
7	<b><u>HMICS Scrutiny Plan 2016-17</u></b>	<b><u>The Committee resolved:</u></b> (i) to note the content of the report; and (ii) to respond to the request by HMICS for stakeholders views and put forward the issues around New Psychoactive Substances and funding as area that would benefit from scrutiny by HMICS during 2016-17.	Office of Chief Executive	Ciaran Monaghan
8	<b><u>Committee Business Statement and Annual Reports</u></b>	<b><u>The Committee resolved:</u></b> (i) to agree to remove items 1- Modernising Public Space CCTV, as work around modernising CCTV is now being progressed as part of the overall digital strategy and a project proposal is being developed and will be discussed by the Transformation Board; item 5 - Community Learning and Development, to remove the part regarding the pilot community anchor model as this is being taken forward on the neighbourhood planning agenda and item 16, Deer Management, updates will continue to be given annually; (ii) to agree that item 9, A944 Lang Stracht to Westhill Cycle Route should remain on the Committee Business Statement; and (iii) to otherwise note the updates	Democratic Services	Emma Parr

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		provided.		
9	<b><u>Motions List</u></b>	<b><u>The Committee resolved:</u></b> (i) to transfer motion 4, by Councillor Yuill to Education and Children's Services motion list as this report will be prepared by them; and (ii) to otherwise note the updates provided.	Democratic Services	Emma Parr / Allison Swanson
10	<b><u>2015/16 Trading Services Budget Monitoring - CHI/15/311</u></b>	<b><u>The Committee resolved:</u></b> (i) note the report and the information on management action and risks; and (ii) to instruct that officers report the year end position to the appropriate Committee	Finance	Helen Sherrit
11	<b><u>2015/16 General Fund Revenue &amp; Capital Budget Monitoring - CHI/15/312</u></b>	<b><u>The Committee resolved:</u></b> (i) to note the report and the management action and risks; (ii) to instruct officers to report the year end position to the appropriate Committee; and (iii) to approve the virements outlined in Appendix A.	Finance	Helen Sherrit
12	<b><u>2015/16 Housing Revenue Account - CHI/15/313</u></b>	<b><u>The Committee resolved:</u></b> (i) to note the contents of the report; (ii) to instruct that the Head of Finance continues to update the Committee in consultation with the Director for Communities, Housing and Infrastructure on the actual outturn position for 2015/16 following completion of the year end statutory accounts; and (iii) to approve the virements outlined in	Finance	Helen Sherrit



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16	<b><u>A New Disability Group for the City - CHI/15/339</u></b>	<p><b><u>The Committee resolved:</u></b></p> <p>(i) to note the conclusions reached by the stakeholders group as outlined in Appendix 1;</p> <p>(ii) to instruct officers to prepare a draft constitution for the new group, taking into account the feedback from the last meeting of the Stakeholders group;</p> <p>(iii) to approve that the Stakeholders Group meet for a final occasion to discuss the draft constitution, election process and arrangements for the inaugural meeting of the new group;</p> <p>(iv) to instruct officers to report to a future Committee in order to seek approval of the draft constitution, proposed election process and inaugural meeting arrangements of the new group; and</p> <p>(v) to agree that the new name should be agreed by the new group.</p>	Communities and Housing	Sandra Howard  Garry Watson (for info)
17	<b><u>Buildings Performance Policy - CHI/15/256</u></b>	<p><b><u>The Committee resolved:</u></b></p> <p>(i) to approve the adoption of the Building Performance Policy as detailed in Appendix 1;</p> <p>(ii) to instruct officers to form the Building Performance Review Group (BPRG) for oversight; and</p> <p>(iii) to instruct officers to report back to Committee with an update on progress of the process in 12 months.</p>	Planning and Sustainable Development	David Dunne
18	<b><u>Bay of Nigg Development Framework - CHI/15/307</u></b>	<p><b><u>The Committee resolved:</u></b></p> <p>(i) that the development should be referred to as Bay of Nigg</p>	Planning and Sustainable Development	Rebecca Kerr

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		<p>Development Framework;</p> <p>(ii) to note the representations received on the Draft Bay of Nigg Development Framework as detailed in Appendix 2;</p> <p>(iii) to approve Appendix 1, which provides a list of recommended revisions to the Draft Framework, as well as, officers responses to representations received;</p> <p>(iv) to approve officers to progress the revised Draft Development Framework as Interim Planning Advice, and to be taken forward alongside the emerging Aberdeen Local Development Plan;</p> <p>(v) to note the representations received on the Environmental Report (SEA) contained in Appendix 3; and</p> <p>(vi) to approve the finalised Environmental Report (SEA) contained in Appendix 4 and for officers to publish the report on the Council's website.</p>		
19	<p><b><u>External Funding for Switched on Fleets Project - CHI/15/324</u></b></p>	<p><b><u>The Committee resolved:</u></b></p> <p>(i) to note the contents of the report; and</p> <p>(ii) to approve expenditure by the Council for the leasing of up to three electric vehicles to be managed by the car club, using grant funding from the 'Switched on Fleets' initiative.</p>	<p>Planning and Sustainable Development</p>	<p>Alan Simpson</p>
20	<p><b><u>Station Gateway - Draft Development Brief - CHI/15/327</u></b></p> <p>Colour copies of the appendix have been provided to members</p>	<p><b><u>The Committee resolved:</u></b></p> <p>(i) to approve the Draft Development Brief for consultation with key stakeholders over a four week period commencing 25 January 2016;</p> <p>(ii) to report the results of that consultation to the Communities, Housing and</p>	<p>Planning and Sustainable Development</p>	<p>Sandy Beattie</p>

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		<p>Infrastructure Committee on 15 March 2016;</p> <p>(iii) to authorise officers to work in partnership with Scottish Enterprise to develop an economics and design capacity study for Trinity Centre; and</p> <p>(iv) to note the intention to report to the Property Sub Committee in May 2016.</p>		
21	<p><b><u>Memorandum of Understanding with Pemba, Mozambique - CHI/15/302</u></b></p>	<p><b><u>The Committee resolved:</u></b></p> <p>(i) to approve the signing of a 3 year Memorandum of Understanding (MOU) between the cities of Aberdeen and Pemba in Mozambique, including the development of an annual action plan, subject to input on the content of the MOU from colleagues in legal services; and</p> <p>(ii) to request officers to report annually to Committee to review outcomes achieved as a result of the MOU.</p>	Economic Development	Elaine Robertson
22	<p><b><u>FCH-JU Commercialisation Study - CHI/15/341</u></b></p>	<p><b><u>The Committee resolved:</u></b></p> <p>(i) to Aberdeen City Council's participation in the project subject to officers presenting a further detailed business case which outlines the Council's financial implications;</p> <p>(ii) to Aberdeen City Council leading on the development of the procurement framework that can be utilised by other local authorities and named bus operators who are participating in this project; and</p> <p>(iii) to instruct officers to present a detailed business case for Aberdeen City</p>	Economic Development	Fiona Goodenough

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		Council's participation in the commercialisation project under the proviso that European and external funding sources are secured.		
23	<b><u>International Trade and Investment Plan 2016-17 - CHI/15/300</u></b>	<p><b><u>The Committee resolved:</u></b></p> <ul style="list-style-type: none"> <li>(i) to approve the report and the activities included subject to the 2016/17 budget setting process and agreement;</li> <li>(ii) to approve the relevant travel by officers and Elected Members as outlined in Appendix 1, subject to the 2016/17 budget-setting process and agreement;</li> <li>(iii) to approve Offshore Technology Conference in Houston in May and Offshore Northern Sea's in Stavanger in August; and</li> <li>(iv) to instruct officers to provide a bulletin report on each activity, alongside the Elected Member overseas travel bulletin submitted to each meeting of Council.</li> </ul>	Economic Development	Elaine Robertson / Yasa Ratnayeke
24	<b><u>Local Transport Strategy - CHI/15/323</u></b>	<p><b><u>The Committee resolved:</u></b></p> <ul style="list-style-type: none"> <li>(i) to approve the content of the report;</li> <li>(ii) to approve the Council's Final Draft Local Transport Strategy (2016-21); and</li> <li>(iii) to instruct officers to publish the Local Transport Strategy (2016-21) on the Council's website.</li> </ul>	Planning and Sustainable Development	Louise Napier
25	<b><u>Crossing Refuge - North Deeside Road, Cults - CHI/15/334</u></b>	<p><b><u>The Committee resolved:</u></b> that no further action is taken.</p>	Public Infrastructure and Environment	Vycki Ritson



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26	<b><u>Corporate Fleet Management Performance and Compliance - Update - CHI/15/338</u></b>	<b><u>The Committee resolved:</u></b> to note actions taken and measures put in place in Fleet Services, for monitoring performance of corporate Fleet Compliance.	Public Infrastructure and Environment	Mark Reilly
27	<b><u>Various Small Scale Traffic Management &amp; Development Associated Proposals ( Stage 1 - New Works) - CHI/15/328</u></b>	<b><u>The Committee resolved:</u></b> (i) to approve the proposals in principle as detailed in the report; (ii) to instruct officers to commence the necessary legal procedures of preliminary statutory consultation for the Traffic Regulation Orders required as described in the report. If no significant objections are received then progress with the public advertisement and report the results to a future meeting of this Committee; and (iii) to instruct officers to commence the combined statutory consultation for the traffic regulation order for the list of Blue Badge parking bays and report back to a future meeting of this Committee.	Public Infrastructure and Environment	Graeme McKenzie
28	<b><u>A96 Park and Choose and Dyce Link Road Stage 1 - CHI/15/330</u></b>	<b><u>The Committee resolved:</u></b> (i) to note the proposed traffic management restrictions and the proposed parking restrictions within the car park; and (ii) to instruct officers to commence the necessary legal procedures of statutory consultation for the various Traffic Regulation Orders required as described in this report. If no significant objections are received,	Public Infrastructure and Environment	Michael Cowie

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		then to progress to the public advertisement stage and report the results back to a future meeting of this Committee.		
29	<b><u>Third Don Crossing Traffic Management Stage 3 - CHI/15/331</u></b>	<b><u>The Committee resolved:</u></b> to over rule the objection received with reference to the proposed reopening of the junction at Bedford Road/ Hermitage Avenue and agree with the objection received from the Grandholm Village Resident's Association (GVRA), in which they state ".....a 40 MPH speed limit to be wholly inappropriate and inconsistent with the remainder of the route through Tillydrone to St Machar Drive. It is also not consistent with other similar routes in the city". And instruct officers to make 'The Aberdeen City Council (Danestone / Tillydrone / Bedford Area, Aberdeen) (Traffic Management) Order 201 (X) without imposing a 40MPH speed on the section of un-named road that incorporates the new bridge crossing over the River Don, between A90 Parkway and Gordon's Mills Road	Public Infrastructure and Environment	Michael Cowie
30	<b><u>Roads Collaboration Programme: Governance First Northern Project Group: Members Forum - CHI/15/202</u></b>	<b><u>The Committee resolved:</u></b> (i) to note the expectations that roads authorities will take forward the design and delivery of a package of shared service initiatives (option 30 in the report); (ii) to note the development of the North area Governance First Group, and the methodical approach undertaken to develop the case for creating a new governance body of Elected Members	Public Infrastructure and Environment	Mike Cheyne

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		<p>to oversee the development of collaborative activity within the roads service;</p> <p>(iii) to agree to participate in the Northern Roads Collaboration Forum and nominate Councillor Ross Grant in his post of Transport Spokesperson for Aberdeen City Council and Councillor Ramsay Milne in his role as Chair of the North East Scotland Transport Partnership (Nestrans) to represent the Council on the Forum;</p> <p>(iv) to note that the first meeting of the Forum was held in the Moray Council Chambers on the 30<sup>th</sup> September 2015; the Northern Roads Collaboration Forum will meet quarterly for up to one year. A second meeting is proposed for January 2016;</p> <p>(v) to note that the Forum is considered a precursor to forming a Joint Committee to support formal sharing / collaboration across roads services; and</p> <p>(vi) to agree that a full report will be submitted to a future meeting of Communities, Housing and Infrastructure Committee on any proposal to form a Joint Committee.</p>		
31	<p><b><u>Aberdeen Crematorium and Hall of Remembrance Management Rules - CHI/15/316</u></b></p>	<p><b>The Committee resolved:</b></p> <p>(i) to approve the form of the draft Aberdeen City Council (Aberdeen Crematorium and Hall of Remembrance) Management Rules 2016 as set out in Appendix 2 ;</p>	Public Infrastructure and Environment	Steven Shaw

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		<p>(ii) to instruct officers to carry out a public consultation on the draft Aberdeen City Council ( Aberdeen Crematorium and Hall of Remembrance) Management Rules 2016; and</p> <p>(iii) to instruct officers to report back to committee with: (a) the results of the public consultation; and (b) with a recommendation as to the form the Management Rules should take following the public consultation.</p>		
32	<b><u>Virement of Funds to Waste and Recycling Bins Budget - CHI/15/342</u></b>	<b><u>The Committee resolved:</u></b> to agree to a budget virement of £680,000 from Building Standards Building Applications Fees budget to Waste and Recycling.	Public Infrastructure and Environment	Pete Lawrence
33	<b><u>Roads Asset Management Plan Update - CHI/15/275</u></b>	<b><u>The Committee resolved:</u></b> <p>(i) to approve the Road Asset Management Plan;</p> <p>(ii) to agree to its continuing development as the basis for the stewardship of the Road's assets;</p> <p>(iii) to approve the continuing participation in a nationwide project to continue the development and implementation of such plans; and</p> <p>(iv) to note the financial implications of the Plan.</p>	Public Infrastructure and Environment	Mike Cheyne
34	<b><u>Housing Support Services Commissioning Plan - CHI/15/265</u></b>	<b><u>The Committee resolved:</u></b> <p>(i) to approve the Commissioning Plan;</p> <p>(ii) to approve realignment of budgets to currently commissioned services;</p> <p>(iii) to approve the invoking of the provisions of SO 1 (6) (a) and thereby waiving the need for competitive</p>	Communities and Housing	Graeme Gardner

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		(iv) procurement for the assertive street begging worker; and to extend the following contracts to March 2018: Inspire, Cornerstone; Penumbra ARBS; Turning Point Scotland; Grampian Autistic Society; Castlehill Housing Association Key Project; Castlehill Housing Association Links View Chinese Community Project and Deafblind Scotland.		
35	<b><u>New Psychoactive Substances (NPS) Trading Standards Enforcement: Operation Alexander - CHI/15/310</u></b>	<b><u>The Committee resolved:</u></b> (i) to welcome the work carried out by Trading Standards to replicate the work carried out by City of Edinburgh Trading Standards; (ii) to request that officers keep Elected Members informed as to the outcome of any subsequent legal action taken as a result of this action; and (iii) to call for national funding made available for local authorities future operations tackling the issue of New Psychoactive Substances.	Planning and Sustainable Development	Graeme Paton
36	<b><u>Aberdeen and Aberdeenshire Tourism Company - CHI/1515/345</u></b>	<b><u>The Committee resolved:</u></b> (i) to approve the merger of the three Destination Management Organisations (DMOs), namely Visit Aberdeen, Deeside and the Cairngorms Ltd (known as Visit Royal Deeside) and Banffshire Coast Tourism Partnership, together with the Aberdeen City and Shire Area Tourism Partnership into one new DMO, with the working title of Aberdeen and	Economic Development	Richard Sweetnam

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		<p>Aberdeenshire Tourism Company, subject to satisfactory conclusion of the budget process, the Service Level Agreement and compliance with any other legal requirements;</p> <p>(ii) to delegate authority to the Director of Communities, Housing and infrastructure, in consultation with the Convener of CH&amp;I and the Head of Legal and Democratic Services, to negotiate and conclude a Service Level Agreement with the proposed new DMO, subject to a potential State Aid implications being satisfactorily addressed;</p> <p>(iii) to approve that Councillor Yvonne Allan be appointed to the Board of Directors of the proposed new DMO, as the representative of the Council;</p> <p>(iv) to write to the Board and seek to extend this membership to additional Councillor's and ask that Aberdeenshire Council request the same; and</p> <p>(v) to note Appendix 1 which details the Business Plan Executive Summary in respect of the proposed new DMO.</p>		

If you require any further information about this decision sheet, please contact Emma Parr, tel 01224 522607 or email [emparr@aberdeencity.gov.uk](mailto:emparr@aberdeencity.gov.uk)