

LEGAL AND DEMOCRATIC SERVICES

COMMITTEE DECISION SHEET

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE - TUESDAY, 17 MAY 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	<u>Determination of Exempt Business</u>	<u>The Committee resolved:</u> to consider items 14.2, 14.3 and 14.4 with the press and public excluded and to note that item 14.1 could now be heard in public and a revised report would be circulated.	N/A	N/A
2	<u>Minute of Previous Meeting of 15 March 2016</u>	<u>The Committee resolved:</u> to approve the minute as a correct record.	Democratic Services	Emma Parr
3	<u>Policing of Aberdeen City Centre</u>	<u>The Committee resolved:</u> (i) to note the content of the report; and (ii) to request that Police Scotland report the breakdown of figures for racially motivated assaults in Aberdeen City Centre.	Police Scotland	Chief Superintendent Campbell Thomson
4	<u>Verbal Update on Call Centres in Aberdeen</u>	<u>The Committee resolved:</u> (i) to note that Members are invited to visit a national call centre; and (ii) to request that Police Scotland circulate to the Committee the number of staff that were based at the control centre in Aberdeen when Police	Police Scotland	Superintendent Andrew McDowell

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		Scotland took over from Grampian Police.		
5	<u>Aberdeen City Local Fire and Rescue Plan Annual Performance Report 2015-16</u>	<u>The Committee resolved:</u> to note the content of the report.	Scottish Fire and Rescue	Area Manager Duncan Smith
6	<u>Committee Business Statement and Annual Reports</u>	<u>The Committee resolved:</u> (i) to the transfer item 17 – FCH- JU Commercialisation Study to Finance, Policy and Resources Business Statement; (ii) to transfer item 20 – Delivery of affordable housing and social housing to the Council Business Statement; and (iii) to note the updates provided.	Democratic Services	Mark Masson Martyn Orchard Emma Parr
7	<u>Motions List</u>	<u>The Committee resolved:</u> to note the updates provided.	Democratic Services	Emma Parr
8	<u>Motion by Councillor Reynolds</u> “That it be remitted to the appropriate Committee, to instruct officers to bring forward a report supporting the need for a temporary traffic order restricting the use by HGV’s to access only on the unnumbered road running from the B997, past Shielhill Farm to the B999, with a view to the introduction of a permanent restriction.”	<u>The Committee resolved:</u> to instruct officers to bring forward a report on the viability of a temporary traffic order restricting the use by HGV’s to access only on the unnumbered road running from the B997, past Shielhill Farm to the B999, with a view to the introduction of a permanent restriction.	Public Infrastructure and Environment	James Watt
9	<u>Motion by Councillor Nicoll</u> “That Officers identify and implement a	<u>The Committee resolved:</u> (i) note circular 3/2012 which sets out the circumstances in which developer	Planning and Sustainable Development	Andrew Brownrigg

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	<p>system of work whereby areas currently identified in the Local Development Plan for development are circulated to the Directorates of the Council with a view to them identifying and commenting on possible developer obligations those Directorates consider may be appropriate, or may become appropriate should any request be received from a developer to progress a specific development.</p> <p>Instruct senior officers in Aberdeen City Council Directorates to keep under review possible planning obligations that may be sought from a developer should an area identified in the Local Development Plan as suitable for development be progressed.”</p>	<p>obligations can be used and how they can be concluded efficiently;</p> <p>(ii) notes the joint Developer Obligations team is hosted by Aberdeenshire Council; and</p> <p>(iii) instructs the Director of Communities, Housing and Infrastructure to bring forward a report to the August Committee on the merit or otherwise of bringing this function back in house to ensure efficient management of the Section 75 process.</p>		
10	<u>Weight Restriction in Sclattie Park</u>	<p><u>The Committee resolved:</u></p> <p>(i) to note the content of the report; and</p> <p>(ii) to instruct officers to monitor the route and contact companies with a high HGV presence on the route to advise that Sclattie Park and Kepplehills Drive are not appropriate for the use and suggesting alternative routes on both the short and longer terms.</p>	Public Infrastructure and Environment	Vycki Ritson
11	<u>2015-16 Trading Services Budget Monitoring</u>	<p><u>The Committee resolved:</u></p> <p>(i) to note the content of the report;</p> <p>(ii) to instruct officers to report the year end position to the appropriate Committee; and</p> <p>(iii) provide an explanation to Councillor Dunbar in regards to the increase in</p>	Finance	Helen Sherrit

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		administration charges relating to Car Parking.		
12	<u>2015-16 General fund Revenue & Capital Budget Monitoring</u>	<u>The Committee resolved:</u> (i) note the content of the report; (ii) instruct that officers report the year end position to the appropriate committee; and (iii) to instruct officers to provide a breakdown of costings to Councillor Finlayson on the projected overspend on the Hydrogen buses.	Finance	Helen Sherrit
13	<u>2015-16 Housing Revenue Account</u>	<u>The Committee resolved:</u> (i) to note the content of the report; (ii) to instruct the Head of Finance to update the Committee in consultation with the Director of Communities, Housing and Infrastructure on the actual outturn position for 2015/16 following completion of the year end statutory accounts; (iii) to approve the virements outlined in Appendix 3; and (iv) in relation to a query raised by Councillor Copland regarding the 1.85million welfare reforms earmarked reserves and the 2million which is quoted in the 2016/17 budget papers, to instruct officers to provide an explanation.	Finance	Helen Sherrit
14	<u>Housing Support Fee Setting 2016-17</u>	<u>The Committee resolved:</u> to agree to implement the new housing service charge structure for 2016/17 as detailed in the report.	Finance	Helen Sherrit

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15	<u>CHI Performance Report</u>	<u>The Committee resolved:</u> (i) to note the content of the report; and (ii) to instruct officers to report back to Councillor Copland the number of families in arrears that are on benefits.	Communities and Housing	Rob Simpson
16	<u>Fleet Management and Performance Report</u>	<u>The Committee resolved:</u> (i) to note the actions taken and measures put in place in Fleet Services, for monitoring performance of Corporate Fleet Compliance; and (ii) to agree to the frequency of this report to move to every 6 months.	Public Infrastructure and Environment	Mark Reilly
17	<u>Housing for Varying Needs Review - update and proposals</u>	<u>The Committee resolved:</u> (i) to the progress of transition to amenity housing at designated sheltered housing developments; (ii) to the work to convert Provost Hogg Court from sheltered housing to very sheltered housing; (iii) the decommissioning of Smithfield Court to mainstream housing; (iv) to instruct officers to develop a range of methods of delivering the housing support service in agreement with Social Care and Welfare and Bon Accord Care to sheltered and amenity tenants in the transition blocks and in other blocks assessed as unsuitable as sheltered developments in the long term; and (v) approve those developments with a current 'mainstream' recommendation as outlined in Appendix A, to be for applicants assessed as a need for	Communities and Housing	Graham Souter / Fiona Tyrie

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		sheltered or amenity housing and where this is not available the relaxed criteria or special lettings initiative may be applied to the allocation process.		
18	<u>Void Property Performance</u>	<u>The Committee resolved:</u> (i) to note the considerable improvement in performance; (ii) to note the intention to keep special performance improvement measures in place; (iii) to note the intention to continue to develop measures to improve performance further; and (iv) receive a further update report in 6 months' time.	Communities and Housing	Martin Smith
19	<u>Extreme Medical Need for Housing</u>	<u>The Committee resolved:</u> (i) to amend the scheme of allocations in order that urgent priority for extreme medical need be conferred on the basis that the Council will offer the most appropriate accommodation to meet basic functional needs within a reasonable time period, typically 6-8weeks; (ii) to provide for the allocation of 'step-down' properties which may serve as decants or interim tenancies where sought by Health and Social Care colleagues; (iii) to recognise that applicants may have preferences which extend beyond basic functional needs which cannot be provided for within a reasonable period, to delegate authority to the	Communities and Housing	Edward Thomas

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		<p>Head of Housing and Communities to approve discretionary moves for those who have been urgently rehoused due to medical needs and had sought particular areas or property types which will take longer to obtain;</p> <p>(iv) to instruct officers to review existing applications with urgent priority due to extreme medical need in order that an offer which meets those needs can be made to all such applicants within a reasonable period; and</p> <p>(v) to amend the scheme of allocations to allow for the exceptional prioritisation of applications in instances where a medical assessment identifies elements of housing need which have not been afforded sufficient reasonable preference by default.</p>		
20	<u>Affordable Housing Delivery</u>	<p><u>The Committee resolved:</u></p> <p>(i) to note the content of the report;</p> <p>(ii) to instruct officer to continue to develop proposals for affordable housing projects to utilise the relevant funding (i.e. Section 75 financial contributions for affordable housing and the income received from the reduction in the Council Tax Discounts for Second Homes and Long Term Empty Properties), whether such projects are to be led by the Council or Registered Social Landlords;</p> <p>(iii) to agree to provide funding of £1,089,000 towards the Council's development costs in respect of the 99</p>	Communities and Housing	Graeme Stuart

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		<p>units at the Smithfield Primary School site, such funding to come from income received from the reduction in the Council Tax Discounts for Second Homes and Long Term Empty Properties;</p> <p>(iv) to agree to provide funding of £880,000 towards the Council's development costs in respect of the 80 units at Manor Walk, such funding to come from income received from the reduction in the Council Tax discounts for Second Homes and Long Term Empty Properties; and</p> <p>(v) to agree to provide funding of up to £30,000 to assist with the purchase of a low cost home ownership unit (currently available for resale) by an individual who has a child with special needs currently in unsuitable accommodation. The funds provided would be secured to the Council by way of a legal agreement and would be repaid to the Council is any subsequent sale. No other suitable qualifying purchaser has applied to purchase the property and if no buyer is found the property will be sold on the open market with the Council receiving a secured amount to reinvest in affordable housing. The funding would come from the reduction in the Council Tax Discounts for Second Homes and Long Term Empty properties or Section 75 monies.</p>		

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21	<u>Upgrading Works to 330-356 Victoria Road</u>	<u>The Committee resolved:</u> (i) to develop this proposed project in detail; (ii) to conclude the grant application with the grant funder that has indicated support for this project; (iii) to consult with the private owners of flats within these blocks, and seek their consent for the proposals; and (iv) to report back to Committee on these outcomes.	Land and Property Assets	Bill Watson
22	<u>Back Court Improvements to Grampian Place, Tullos Circle and Tullos Place</u>	<u>The Committee resolved:</u> (i) to develop this proposed project in detail; (ii) to conclude the grant applications with the grant funder that has indicated support for this project; (iii) to consult with the private owners of flats within these blocks, and seek their consent for the proposals; and (iv) to report back to Committee on these outcomes.	Land and Property Assets	Bill Watson
23	<u>Catherine Street Court</u> Committee took the decision to hear this item in public and this revised report was circulated at the start of the meeting on 17 May 2016.	<u>The Committee resolved:</u> (i) to approve development of the site to create a Cruyff Court; and (ii) to approve an external tendering process to appoint a contractor to undertake development works with contract value not to exceed the figure and with Council contribution set out within the related report within Committee's exempt business.	Communities and Housing	Neil Carnegie

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24	<u>Station Gateway: Draft Development Brief Consultation Results</u>	<u>The Committee resolved:</u> (i) to note the representations received on the draft Station Gateway Development Brief; (ii) to approve the revisions made based upon the findings of the consultation; (iii) to approve the draft Station Gateway Development Brief as Planning Advice; and (iv) to instruct officers to report more explicitly regarding disabled access in any future reports.	Planning and Sustainable Development	Sandy Beattie
25	<u>Draft Site OP63, Prime Four Business Park Development Framework</u>	<u>The Committee resolved:</u> (i) to approve the Draft Prime Four (OP63), Development Framework for public consultation over a six week period; and (ii) to instruct the Director of Communities, Housing and Infrastructure to report the results of the public consultation and any proposed revisions to the Draft Development Framework to a subsequent meeting of this Committee.	Planning and Sustainable Development	Laura Robertson
26	<u>ACC Response to Scottish Government Consultation: Draft Advice on Net Economic Benefit and Planning</u>	<u>The Committee resolved:</u> to agree the content of the report for submission to the Scottish Government.	Planning and Sustainable Development	Kristian Smith
27	<u>External Funding for Transport Projects</u>	<u>The Committee resolved:</u> (i) to approve the draft Smarter Choices, Smarter Places programme for 2016/17; (ii) to approve the expenditure of	Planning and Sustainable Development	Will Hekelaar

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		<p>approximately £210,391 in match funding available to the Council from the Scottish Government's Smarter Choices, Smarter Places programme 2016/17;</p> <p>(iii) to approve the expenditure of any funds awarded to Aberdeen City Council from the Scottish Government via the Air Quality Grant Scheme for the purposes described in the report; and</p> <p>(iv) to approve the release of approximately £6000 from the Non-Housing Capital Programme Active Travel Infrastructure Fund for repairs and improvements to allow Grandholm pedestrian bridge to re-open to the public as soon as possible in the expectation that such money can be recouped by the Council later in the year when further external funding opportunities become available.</p>		
28	<u>Supported Bus Services</u>	<p><u>The Committee resolved:</u></p> <p>(i) to approve implementation of an evening supported bus services between Craigiebuckler/Airyhall and City Centre as detailed in appendix 1 and 2 to the report;</p> <p>(ii) to approve implementation of a three times daily supported bus services between Peterculter and Garthdee as detailed in appendix 1 and 2 to the report;</p> <p>(iii) to approve the fare level on both services for both adults and children,</p>	Planning and Sustainable Development	Chris Cormack

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		(iv) as detailed in the report; and to request officers to report back to this Committee on the level of use and performance of both services, the cost of continuing both services and options for reallocating future savings towards other potential routes with an identified social need.		
29	<u>Fraserburgh and Peterhead to Aberdeen Strategic Transport Study</u>	The Committee resolved: (i) to note the contents of the report; (ii) to agree the findings of the Fraserburgh & Peterhead to Aberdeen Strategic Transport Study – Part 1 Appraisal Report; (iii) to agree that officers respond to Nestrans advising that this Council agrees that, subject to ongoing discussions with Transport Scotland and the Bus and Train operators, the two identified ‘Road and Bus’ and ‘Rail and Bus’ option packages are taken forward for a more detailed assessment in a STAG Part2, and that this Council agrees that those elements of the packages that contain bus measures will provide some journey time and reliability benefits for bus passengers; and (iv) to instruct officers to continue to update this Committee via the bulletin on this project.	Planning and Sustainable Development	Ken Neil
30	<u>Various Small Scale Traffic Management & Development</u>	The Committee resolved: (i) to approve the proposals in principle;	Public Infrastructure and Environment	Michael Cowie

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	<u>Associated Proposals Stage 1</u>	<p>(ii) to instruct the appropriate officers to commence the necessary legal procedures of preliminary statutory consultation for the traffic regulation orders required as described in this 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</p> <p>(iii) instruct the appropriate 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.</p>		
31	<u>Various Small Scale Traffic Management & Development Associated Proposals Stage 3</u>	<p><u>The Committee resolved:</u> To note that none of the proposed orders were subject to objections and instructs that all thirteen orders be made and implemented accordingly.</p>	Public Infrastructure and Environment	Graeme McKenzie
32	<u>A96 Park & Choose and Dyce Link road (Stage 3 - Public Advert)</u>	<p><u>The Committee resolved:</u> to instruct officers to make 'The Aberdeen City Council (A96 Park and Choose and Dyce Link Road, Aberdeen) (Traffic Management) Order 201 (X)' as originally envisaged.</p>	Public Infrastructure and Environment	Michael Cowie
33	<u>Introduce parking charges to three existing car parks, as per Budget proposals (Stage 2 - Initial Statutory)</u>	<p><u>The Committee resolved:</u> (i) to acknowledge the responses received as a result of the initial consultation; and (ii) to instruct officers in the Traffic Management team to proceed with the full statutory consultation / public advertisement to allow wider</p>	Public Infrastructure and Environment	Graeme McKenzie / James Watt

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		consideration of these proposal.		
34	<u>Bus Lane Enforcement Net Surplus - Proposed Expenditure 2016/2017</u>	<u>The Committee resolved:</u> (i) to agree the proposed priority projects and the order thereof, to be implemented from 2016/17 onwards and funded by the net surplus raised from the Bus Lane Enforcement (BLE) System during 2015/16; (ii) to instruct officers to place any shortlisted schemes that cannot yet be funded on a reserve list so that, should additional funding be made available, they could be taken forward in this priority order; and (iii) to instruct officers of the Transport Strategy and Programmes team to include a copy of the report with Aberdeen City Council's report to the Scottish Government.	Planning and Sustainable Development	Cameron Baillie
35	<u>Access from the North Proposals ("Third Don Crossing") - Naming of the new bridge</u>	<u>The Committee resolved:</u> (i) to note the content of the report; and (ii) to approve that the newly constructed bridge crossing the River Don be officially named Diamond Bridge.	Planning and Sustainable Development	Katherine Duncan
36	<u>Aberdeen Crematorium and Hall of Remembrance Management Rules</u>	<u>The Committee resolved:</u> (i) to note that there were no objections or comments received following the public consultation regarding the draft Aberdeen Crematorium and Hall of Remembrance Management Rules 2016 and that no further modifications are required; (ii) to approve the form of the Aberdeen City Council (Aberdeen Crematorium	Public Infrastructure and Environment	Steven Shaw

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		<p>and Hall of Remembrance) Management Rules 2016 as set out in Appendix 1;</p> <p>(iii) to instruct the Head of Legal Services to sign and seal the Management Rules on behalf of Aberdeen City Council. These Management Rules (Appendix 1) will then remain in force for a period of 10 years from the date of execution unless revoked by Aberdeen City Council.</p>	Legal Services	Fraser Bell
37	<u>Provision of Forestry Consultancy Services</u>	<u>The Committee resolved:</u> to instruct officers to issues a Procurement Exercise for the Provision of Forestry Consultancy Services for the period 2016-2021 and that Officers report back to Committee in August 2016 on progress made.	Public Infrastructure and Environment	Richard Nicholson
38	<u>Waste Enforcement Review</u>	<u>The Committee resolved:</u> (i) to note the content of the report; and (ii) to agree that a bulletin report will be submitted as a further update in 6 months' time.	Public Infrastructure and Environment	Pete Lawrence
39	<u>Mill of Dyce - Declare Surplus</u>	<u>The Committee resolved:</u> (i) to agree that land at Mill of Dyce, is declared as surplus to the requirements of the Waste and Recycling Service; and (ii) to agree that this asset is transferred to Land Property and Assets for future management/disposal.	<p>Public Infrastructure and Environment</p> <p>Land and Property Assets</p>	<p>Pete Lawrence</p> <p>John Quinn</p>
40	<u>Flooding - Property Level Flood</u>	<u>The Committee resolved:</u>	Public Infrastructure	Will Burnish

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	<u>Protection Grant</u>	<ul style="list-style-type: none"> (i) to agree to the introduction of grant support for the provision of Property Level Flood Protection for domestic dwellings; (ii) to note that a budget of £500,000 has been allocated for this project within the agreed Non-Housing Capital Budget, i.e. £100,000 a year from 2016/17 to 2020/21; (iii) to agrees that, a grant up to a maximum of £100 per property be made to affected property owners, on receipt of proof of expenditure for a Flood Survey for the property carried out by an accredited organisation; (iv) to agrees that, a grant of 50% of the cost of installing Property Level Protection up to a maximum of £1575 per property be made to affected property owners, on receipt of proof of expenditure; and (v) to instruct officesr to monitor take up of the grant and to report back to the Committee via the 6 monthly Flood Bulletin. 	and Environment	
41	<u>North East Local Flood Risk Management Plan 2016-21</u>	<u>The Committee resolved:</u> <ul style="list-style-type: none"> (i) to approve the prioritised North East Local Flood Risk Management Plan (NELFRMP) 2016; and (ii) to note that there are financial implications of delivering the NELFRMP 2016. 	Public Infrastructure and Environment	Will Burnish
42	<u>Choice Based Lettings</u>	<u>The Committee resolved:</u>	Communities and	Edward Thomas

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		to approve the recommendations contained within the exempt report.	Housing	
43	<u>Priority Families Service</u>	<u>The Committee resolved:</u> to approve the recommendations contained within the exempt report.	Communities and Housing	Neil Carnegie
44	<u>Scottish Energy Efficiency Programme SEEP - Pathfinder Fund Application 2016-17</u>	<u>The Committee resolved:</u> to approve the recommendation contained within the exempt report.	Land and Property Assets	Kevin Christie

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