

LEGAL AND DEMOCRATIC SERVICES

COMMITTEE DECISION SHEET

URGENT BUSINESS COMMITTEE - WEDNESDAY, 6 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 |
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| 1 | <u>Determination of Urgent Business</u> | <u>The Committee resolved:</u> to agree that the items were of an urgent nature and required to be considered this day. | | |
| 2 | <u>Aberdeen City Centre Business Improvement District (BID) Proposal</u> | <u>The Committee resolved:</u> (i) <u>not</u> to veto the BID renewal proposals drawn up by Aberdeen Inspired in respect of the Aberdeen City Centre Business Improvement District, and to instruct the Chief Executive to arrange for issue of the appropriate notices under section 42 of the Planning etc. (Scotland) Act 2006; and (ii) to instruct the Chief Executive as Returning Officer to hold a BID renewal ballot on 17 March 2016 in relation to the BID renewal proposals and to take any other actions which may be required in connection with this process. | Office of Chief Executive | Ciaran Monaghan |

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| 3 | <u>Establishment of Appointment Panel in Respect of the Post of Head of Planning and Sustainable Development</u> | <p><u>The Committee resolved:</u></p> <p>(i) to establish an Appointment Panel comprising nine members in total (3+3+1+1+1) to appoint to the Head of Planning and Sustainable Development and that the Panel appoint a Convener at its first meeting, noting that the SNP members would be Councillors Corall, Dickson and MacGregor;</p> <p>(ii) to delegate powers to the Appointment Panel to agree all matters relating to the recruitment process, including role profile, person specification and salary;</p> <p>(iii) in respect of the timescale for recruitment processes, that powers be delegated to relevant officers to finalise this timeline, in consultation with the Convener of the Panel;</p> <p>(iv) to appoint external recruitment consultants for the purposes of supporting the recruitment to the post where appropriate;</p> <p>(v) to invoke Standing Order 1(6)(a) of the Council's Standing Orders relating to Contracts and Procurement to dis-apply the requirements of Standing Order 5, thereby allowing a contract to be entered into with a recruitment consultancy to support the recruitment process for this post, without the need to undertake a competitive tendering exercise;</p> <p>(vi) to agree the estimated expenditure associated with this recruitment</p> | <p>Communities, Housing and Infrastructure</p> <p>Corporate Governance</p> | <p>Pete Leonard</p> <p>Ewan Sutherland/ Jeff Capstick</p> |

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| | | <p>exercise, which was estimated to be no more than £50,000, and that these costs be met from contingencies; and</p> <p>(vii) to instruct officers to report to the next meeting of the Finance, Policy and Resources Committee in regard to tendering for the provision of external recruitment services.</p> | | |

If you require any further information about this decision sheet, please contact Martyn Orchard 01224 523097 or email morchard@aberdeencity.gov.uk