

## COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

ABERDEEN, 24 May 2017. Minute of Meeting of the COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE. Present:- Councillor Allan, Convener; Councillor Bell and Hunt, Vice-Convener; and Councillors Copland, Cormie, Delaney, Councillor Donnelly, the Depute Provost, Jackie Dunbar, Flynn, Graham, Grant, Hutchison, Macdonald, Mason, McRae, Nicoll and Jennifer Stewart.

The agenda and reports associated with this minute can be found at:-

<https://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=503&MIId=4320&Ver=4>

Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.

### OPENING REMARKS

1. The Convener announced that Police Scotland would not be in attendance at the meeting due to the recent terrorist attack in Manchester and subsequent critical security alert and proposed that the reports relating to them on the agenda were deferred until the August meeting.

#### **The Committee resolved:-**

to defer consideration of items 10.1 and 10.2 until the next meeting of the Committee on 29 August 2017.

### DETERMINATION OF URGENT BUSINESS

2. The Committee was requested to determine that the following items of business be considered as matters of urgency in terms of Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973:-

- 7.3 Blue badge enforcement officer/misuse of residents and business parking permits.
- 9.6 Financial Update
- 12.7 Wellington Brae
- 12.8 Provision of Festive Lighting
- 12.9 Nigg Harbour – Dual Use Path
- 12.10 Various Small Scale Traffic Management Stage 3

#### **The Committee resolved:-**

to accept items 7.3, 9.6, 12.7, 12.8, 12.9 and 12.10 as matters of urgency.

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**DETERMINATION OF EXEMPT BUSINESS**

3. The Convener proposed that the Committee consider items 14.1, 14.2, 14.3 and 14.4 with the press and public excluded.

**The Committee resolved:-**

in terms of Section 50 (A) (4) of the Local Government (Scotland) Act 1973 to exclude the press and public from the meeting for consideration of the aforementioned items so as to avoid disclosure of exempt information of the classes described in paragraphs 6,8,9 and 10 of schedule 7(A) of the Act.

**DECLARATIONS OF INTEREST**

4. Councillor Delaney declared an interest in items 10.5, Affordable Housing Delivery and 14.1, Homelessness/Temporary Accommodation Strategy by virtue of his role as Chair of the Board of the Scottish Federation of Housing Associations, and intended to withdraw from the meeting prior to consideration of the items.

**REQUESTS FOR DEPUTATION**

5. The Convener advised of a deputation request that had been received within the timescales and proposed that the Committee grant the request and bring the report forward on the agenda.

**The Committee resolved:-**

- (i) to agree to hear Mr Fryer in relation to item 11.1;
- (ii) to agree to hear the deputation prior to the report; and
- (iii) to agree to move item 11.1 forward on the agenda.

**ABERDEEN CITY LOCAL FIRE AND RESCUE PLAN - LOCAL PERFORMANCE REPORT (APRIL 2016 TO MARCH 2017)**

6. The Committee had before it a report by the Aberdeen Fire and Rescue Area Manager which presented the Local Fire and Rescue Plan Performance Report for the period 1 April 2016 to 31 March 2017.

**The report recommended:-**

that the Committee –

- (a) provide feedback to the Local Senior Officer on the performance report; and
- (b) make recommendations to support continuous improvement.

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**The Committee resolved:-**

- (i) to note the content of the report; and
- (ii) to note the invitation to Members of the Committee for an introduction to Fire and Rescue in Aberdeen City to be arranged for some time in August.

**DEPUTATION REQUEST**

7. Mr David Fryer, Secretary of Torry Community Council addressed the Committee regarding the proposed district heating in Torry. Mr Fryer advised the Committee of his concerns around the costings of the proposed heating scheme. Mr Fryer also remarked that since recycling in the city was going well that there would not be much waste left to go into an incinerator. Ms Betty Lyon, part of the deputation, advised that residents choice over energy supplier would be taken away and had concerns over the cost of the new heating system to residents. Mr Fryer concluded the presentation by offering further information to the Committee on an alternative environmentally friendly and sustainable scheme and that yesterday was a landmark for the Co-operative group which had agreed to make all packaging it sold fully recyclable.

The Committee then asked questions of the members of the deputation before the presentation was concluded and the Convener thanked them for their contribution.

**SECOND PROGRESS REPORT FOR HEAT NETWORK TORRY - PHASE 1 - CHI/17/092**

8. The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which provided an update on the progress for Heat Network in Torry – Phase 1.

**The report recommended:-**

that the Committee -

- (a) note progress of the project to date as presented in the report and in the Appendix which was approved by the Strategic Asset and Capital Board on 19 April 2017; and
- (b) instruct the Head of Land and Property Assets to present a full business case to a future meeting of this committee.

**The Committee resolved:-**

- (i) to approve the recommendations;
- (ii) to instruct officers to provide information on the district heating costs to members of the Committee; and
- (iii) to instruct officers to investigate engagement between Torry residents and current district heat users in the City.

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**At this juncture, the Committee agreed to bring the next item of business forward in order that officers could depart the meeting after their report had been considered.**

### MATTER OF URGENCY

**The Convener intimated that she had directed in terms of Section 50 (B) 4 (b) of the Local Government (Scotland) Act 1973 that the following item be considered as a matter of urgency as any further delay in decision making could further increase the Council's financial liability which could not be covered by external funding.**

### WELLINGTON BRAE - CHI/17/096

**9.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which sought approval to accept funding from the registered charity Sustrans Scotland and permit works to proceed to re-open National Cycle Network 1 at Wellington Brae.

#### **The report recommended:-**

that the Committee -

- (a) note the awards by Sustrans and accept the grants towards the works to National Cycle Network 1;
- (b) instruct the Head of Land and Property Assets to secure the necessary landowner approvals;
- (c) provided such approvals at (b) are obtained, instruct the Head of Planning and Sustainable Development to undertake and complete the works, utilising the Sustrans grant and the current contractor instructed under contract to carry out the works;
- (d) approve the exempt recommendation in Appendix 1; and
- (e) note that a current investigation into governance process is underway and will be reported separately.

The meeting adjourned to enable the Head of Legal and Democratic Services to brief Councillors on legal implications which could not be discussed during public session.

The Convener moved, seconded by Vice Convener Hunt:-

That the Committee approve the recommendations contained in the report.

Councillor Delaney moved as an amendment, seconded by Councillor Hutchison:-

That the Committee approve the recommendations contained in the report with the addition of:-

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- (f) instructs officers to seek to recover from the owner of the retaining wall costs for which the owner is liable.

On a division, there voted:-

For the motion (9) – The Convener, Vice Conveners Bell and Hunt and Councillors Donnelly, Graham, Grant, Macdonald, Mason and Jennifer Stewart.

For the amendment (8) – Councillors Copland, Cormie, Delaney, Jackie Dunbar, Flynn, Hutchison, McRae and Nicoll.

**The Committee resolved:-**  
to adopt the motion.

**MINUTE OF PREVIOUS MEETING OF 24 JANUARY 2017**

10. The Committee had before it the minute of its previous meeting of 24 January 2017 for approval.

**The Committee resolved:-**  
to approve the minute as a correct record.

**COMMITTEE BUSINESS STATEMENT AND ANNUAL REPORTS**

11. The Committee had before it a statement of committee business and a list of annual reports prepared by the Senior Democratic Services Manager.

**The Committee resolved:-**  
(i) to agree to transfer item 2 – Houses in Multiple Occupation to the Council Business Statement; and  
(ii) to otherwise note the updates provided.

**MOTIONS LIST**

12. The Committee had before it a list of motions prepared by the Senior Democratic Services Manager.

**The Committee resolved:-**  
(i) to agree to transfer motion 2 by Councillor Reynolds to the Transformation Board for consideration;  
(ii) to agree to transfer motion 5 by Councillor Jennifer Stewart to the Finance, Policy and Resources Committee Motions List; and

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(iii) to otherwise note the updates provided.

**COMMITTEE TRACKERS**

**13.** The Committee had before it a tracker for forthcoming Committee meetings, which detailed upcoming reports.

**The Committee resolved:-**

to note the information provided.

**MOTION BY COUNCILLOR JENNIFER STEWART - COUNCIL HOUSING - COMPENSATION CLAIMS AND HOUSEHOLD INSURANCE SCHEME - CHI/17/087**

**14.** With reference to Article 14 of the minute of the previous meeting of 24 January 2017, the Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which provided an update on publicising information available to Council Housing tenants.

**The report recommended:-**

that the Committee approve the provision of additional information regarding making of compensation claims against the Council relating to Council Housing Property and the Council housing tenants household insurance scheme as set out at paragraphs 3.1.3 and 3.2.3 in the report.

**The Committee resolved:-**

to approve the recommendation.

**MOTION BY COUNCILLOR BOULTON - VEHICULAR ACCESS TO THE DEESIDE WAY - CHI/17/080**

**15.** With reference to Article 32 of the minute of the meeting of Council on 15 March 2017, the Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which advised on setting a policy detailing parameters for access or otherwise to construction vehicles to facilitate development.

**The report recommended:-**

that the Committee –

- (a) note the terms of this report;
- (b) acknowledge that presently access to the Deeside Way by construction vehicles to facilitate development is strictly controlled under the current practices and that these current practices work effectively and provide robust control of vehicular access to the Deeside Way; and

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- (c) instruct officers that a bi-annual update is provided through the Property Update from the Head of Land and Property Assets detailing how many licences have been granted since the previous update.

**The Committee resolved:-**

to approve the recommendations.

### MATTER OF URGENCY

The Convener intimated that she had directed in terms of Section 50 (B) 4 (b) of the Local Government (Scotland) Act 1973 that the following item be considered as a matter of urgency so as to allow the recommendations to be progressed, if approved, to allow transformation of the services within a timescale.

### MOTION BY COUNCILLOR JENNIFER STEWART - BLUE BADGE ENFORCEMENT OFFICER/MISUSE OF RESIDENTS AND BUSINESS PARKING PERMITS - CHI/17/088

16. With reference to Article 11 of the minute of its meeting of 1 November 2016, the Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which updated members on the new parking systems project and investigated the possibility of extending the remit of the Enforcement Officer to include enforcement of the misuse of residents and business parking permits.

**The report recommended:-**

that the Committee –

- (a) instruct officers to continue research into new parking systems and develop a service specification;
- (b) instruct officers to report back to committee on 29 August 2017 for approval to tender according to service specification; and
- (c) instruct officers to immediately extend the remit of the Blue Badge Enforcement Officer to include misuse of residents and business parking permits.

**The Committee resolved:-**

to approve the recommendations.

### NORTHERN ROADS COLLABORATION JOINT COMMITTEE

17. With reference to Article 17 of the minute of the meeting of Council on 15 March 2017, Council resolved to agree that the Communities, Housing and Infrastructure

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Committee appoint two named members from the Council and appoint two named substitutes to the Joint Committee.

**The Committee resolved:-**

to appoint Councillors Grant and Hutchison as substantive members of the Northern Roads Collaboration Joint Committee and Councillors Macdonald and Nicoll as substitute members.

**APPOINTMENTS TO SUB COMMITTEES**

18. With reference to Article 9 of the minute of the meeting of Council on 17 May 2017, the Committee had before it a list of the sub committees and groups that required to be appointed to by the Committee.

**The Committee resolved:-**

to appoint the following members to Sub Committees and Groups –

<b>Sub Committee / Group</b>	<b>Members</b>
City Centre Masterplan Reference Group	Councillor Flynn Councillor Nicoll Councillor Lumsden Councillor Laing Councillor Yuill Independent TBC
Community Planning Aberdeen Board	Councillor Flynn Councillor Sellar Councillor Laing Liberal Democrat or Independent TBC
Disability Equity Partnership	Councillor Hutchison Councillor Mason Councillor Lesley Dunbar Councillor Delaney Independent TBC
Energy from Waste Stakeholder Group	Local Members
Hazlehead Grove Nursery Advisory Group	Councillor Cooke Councillor A Mackenzie Councillor Grant

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Sub Committee / Group	Members
	Councillor Greig Independent TBC
Housing Cases Review Sub-Committee	Councillor Jackie Dunbar Councillor Copland Councillor Donnelly Councillor Allan Councillor Delaney Independent TBC
Zero Waste Management Sub-Committee	Councillor Cormie Councillor Jackie Dunbar Councillor Bell Councillor John Councillor Allan Councillor Delaney Independent TBC

**2016/17 TRADING SERVICES BUDGET MONITORING - CHI/17/064**

19. The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which presented the current year trading services revenue budget performance.

**The report recommended:-**

that the Committee –

- (a) consider and note the report and the information on management action and risk that is contained in the report; and
- (b) instruct that officers report the year end position to the appropriate Committee.

**The Committee resolved:-**

to approve the recommendations.

**2016-17 HOUSING REVENUE ACCOUNT - CHI/17/065**

20. The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which provided a status report for the 2016/17 Housing

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Revenue Account and Housing Capital Programme as at 28 February 2017 summarising both income and expenditure.

**The report recommended:-**

that the Committee –

- (a) note the financial information contained within the report; and
- (b) instruct that the Head of Finance continues to update the Committee in consultation with the Interim Director of Communities, Housing and Infrastructure on the actual outturn position for 2016/17 following completion of the year end statutory accounts.

**The Committee resolved:-**

- (i) to approve the recommendations; and
- (ii) to instruct officers to provide further information to Councillor Copland on the repairs and maintenance overspend.

**2016-17 GENERAL FUND REVENUE AND CAPITAL BUDGET MONITORING - CHI/17/066**

21. The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which presented the current year general fund revenue and capital budget performance to date for the Services which related to the Committee.

**The report recommended:-**

that the Committee -

- (a) consider and note the report and the information on management action and risks; and
- (b) instruct that officers report the year end position to the appropriate committee.

**The Committee resolved:-**

- (i) to approve the recommendations;
- (ii) to instruct officers to provide further information to Councillor Jackie Dunbar regarding the underspend on School Catering including strategy to overcome this;
- (iii) to instruct officers to provide further information to Councillor Copland regarding the impact the EU Referendum had on the Euro account;
- (iv) to instruct officers to provide further information to Members of the Committee regarding the £1.8 million overspend in waste disposal;
- (v) to instruct officers to provide further information to Councillor Hutchison regarding reporting private rent levels in future reports; and
- (vi) to instruct officers to provide further information to Councillor Delaney regarding the Directorate Support overspend – Other Property Costs and Procurement.

**CHI PERFORMANCE REPORT - CHI/17/058**

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**22.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which presented key performance measures and progress of key improvement work within the Communities, Housing and Infrastructure Directorate in relation to Community Planning Aberdeen's Local Outcome Improvement Plan and Aberdeen City Council's Strategic Business Plan.

**The report recommended:-**

that the Committee provide comments and observations on both the performance information contained in the report and on indicators or area of service they would like to see featured in future drill down analysis sheets.

**The Committee resolved:-**

- (i) to note the content of the report; and
- (ii) to instruct officers to provide further information to Councillor Hutchison regarding employment rate targets.

### **CHI SERVICE IMPROVEMENT PLAN - CHI/17/074**

**23.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which presented the Service Improvement Plans for 2017-18.

**The Committee resolved:-**

- (i) to defer the consideration of this item until 29 August 2017;
- (ii) to thank the Committee team for their hard work with dealing with any issues that arose during the last few days with the new application to view agendas.

### **MATTER OF URGENCY**

**The Convener intimated that she had directed in terms of Section 50 (B) 4 (b) of the Local Government (Scotland) Act 1973 that the following item be considered as a matter of urgency as the most up to date figures were not available earlier.**

### **2016/17 FINANCIAL UPDATE - CHI/17/152**

**24.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which provided an up to date 2016/17 financial out turn for the General Fund revenue, Trading Services and Housing Revenue Account which related to the Committee.

**The report recommended:-**

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that the Committee consider and note the report.

### **The Committee resolved:-**

- (i) to instruct officers to write to the UK government expressing concerns regarding welfare reform;
- (ii) to instruct officers to provide further information to Councillor Copland regarding the final totals contained in the report; and
- (iii) to otherwise note the content of the report.

### **SUSPENSION OF ACC PROCUREMENT REGULATIONS FOR A CONTRACT FOR HOUSING ADVICE AND INFORMATION SERVICES - CHI/17/090**

**25.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which provided an update on a contract for Housing Advice and Information Services awarded following a request, under ACC Procurement Regulation 3.10, for suspension of the Procurement Regulations as detailed in the report.

### **The report recommended:-**

that the Committee note the contents of the report and the reasons behind requesting suspension of the relevant ACC Procurement Regulations and the award of the contract.

### **The Committee resolved:-**

- (i) to approve the recommendation; and
- (ii) to instruct officers to provide further information to Councillor Jackie Dunbar regarding the legal advice given to report CHI/15/265.

### **DECLARATION OF INTEREST**

**Following his declaration at Article 4 of this minute, Councillor Delaney declared an interest in the following item by virtue of his role as Chair of the Board of the Scottish Federation of Housing Associations, and withdrew from the meeting prior to consideration of the item.**

### **AFFORDABLE HOUSING DELIVERY - CHI/17/070**

**26.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which provided details of affordable houses completed in 2016/17 and those expected to be completed in 2017/18 and 2018/19, updated Committee on the current position with Section 75 financial contributions for affordable housing and the income received from the reduction in the Council Tax Discounts for

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Second Homes and Long Term Empty Properties, and sought approval to include new projects in the Strategic Housing Investment Plan.

### **The report recommended:-**

that the Committee -

- (a) note the content of the report;
- (b) instruct officers 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;
- (c) approve the inclusion of the following projects into the Strategic Housing Investment Plan (SHIP) 2017/18 – 2021/22
  - (1) Grampian Housing Association – 8 mid market rent housing units at Pittengullies Brae, Milltimber West;
  - (2) Grampian Housing Association – Rowett South, up to 176 units
  - (3) Sanctuary Housing Association – 45 social housing units at Donside
  - (4) Sanctuary Housing Association – 90 social housing units at North Anderson Drive
- (d) approve the inclusion of projects at Woodside and Rowett South within the Infrastructure Fund section of the SHIP.

### **The Committee resolved:-**

to approve the recommendations.

## **COMMUNITY LEARNING AND DEVELOPMENT - STRATEGIC PLAN - INTERIM REPORT - CHI/17/082**

**27.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which presented the requirements placed on Local Authorities by the Scottish Statutory instrument 'The Requirements of Community Learning and Development (Scotland) Regulations 2013'.

### **The report recommended:-**

that the Committee -

- (a) instruct the Head of Communities and Housing to submit a report to the Communities, Housing and Infrastructure Committee by September 2018 (end of 3 year plan), to ensure that the new Partnership Forums have delivered on the plan and to approve the priorities of Community Learning and Development (CLD) Plan 2018-2021 which should link to the Local Outcome Improvement Plan (2016 - 2026); and
- (b) commend the work of learning partnerships, communities and partners and volunteers for their delivery on the CLD Plan to date.

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### **The Committee resolved:-**

to approve the recommendations.

### **BUILDING PERFORMANCE POLICY REVIEW - CHI/17/063**

**28.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which presented the review of the Buildings Performance Policy (BPP) and accompanying Building Performance Checklist (BPC) and sought approval for any amendments.

### **The report recommended:-**

that the Committee -

- (a) approve the adoption of the revised BPP as detailed in Appendix 1;
- (b) instruct officers responsible for overseeing building development and refurbishment to implement the requirements of the BPP and the BPC (as per the detailed guidance in Appendices 2 and 3);
- (c) ensure all project proposals/business cases relating to new development/refurbishment take into account the BPP; and
- (d) instruct officers within Communities, Housing and Infrastructure to undertake scrutiny of policy compliance and report back to committee with an annual review and progress report in 12 months, envisaged to be May 2018.

### **The Committee resolved:-**

to approve the recommendations.

### **ABERDEEN CROSS CITY CONNECTIONS - STAG PRE AND PART 1 APPRAISAL - CHI/17/091**

**29.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which advised of the outcomes of the Scottish Transport Appraisal Guidance (STAG), Pre-Appraisal and Part 1 reports that have been submitted by Peter Brett and Systra consulted for Aberdeen Cross City Connections.

### **The report recommended:-**

that the Committee -

- (a) note the findings and outcomes of the STAG Pre Appraisal and Part 1 reports – Aberdeen Cross City Connections Appraisal and approve the publication of final versions on the Council website;
- (b) agree that the Public Transport and Active Travel options identified in the STAG Part 1 report for Aberdeen Cross City Connections be progressed to STAG Part 2 Appraisal;

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- (c) note that £100,000 is available in 2017/18 from Nestrans to begin a STAG Part 2 appraisal, and officers continue to work to secure funding to complete the appraisal in future financial years;
- (d) approve the immediate commissioning of the Aberdeen Cross City Connections STAG Part 2 Appraisal;
- (e) authorise the Interim Director of Communities, Housing and Infrastructure, the Interim Head of Planning and Sustainable Development and the Transportation Manager to undertake or instruct tendering procedures or competitive quotation procedures, as appropriate, to be carried out;
- (f) grant approval to appropriate officers to award contracts on receipt of a valid tender submission subject to necessary funding in the approved revenue and capital budgets; and
- (g) exempt all such procedures and contracts from Standing Order 1(3) of the Council's Standing Orders relating to Contracts and Procurement

**The Committee resolved:-**

to approve the recommendations.

### **SCOTTISH ENERGY EFFICIENCY PROGRAMME (SEEP) FUNDING APPLICATION TO DEVELOP PILOT LOCAL HEAT AND ENERGY EFFICIENCY STRATEGIES - CHI/17/142**

**30.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which presented a bid for project funding through SEEP Pathfinder Fund Pilot Projects 2017-18.

**The report recommended:-**

that the Committee -

- (a) agree to pursue the project bid; and
- (b) in the event that Aberdeen City Council and partners are successful in obtaining funding for the project through the SEEP Pathfinder Fund 2017-2018 approve to proceed with procurement.

**The Committee resolved:-**

to approve the recommendations.

### **ROADS ASSET DATA COLLECTION - CHI/17/083**

**31.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which provided an update on the progress of the improvement actions established as part of the Roads Asset Management Plan (RAMP) approved by Committee on 20 January 2016 and sought permission to tender through

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the Crown Commercial Services G-Cloud framework as the preferred procurement method.

### **The report recommended:-**

that the Committee -

- (a) note the implementation of the attached action plan in appendix 1;
- (b) approve the procurement of a Software-as-a-Service (SaaS) Specialised Scanner Survey and Data Extraction Service for the collection of the outstanding data associated with Aberdeen City Council's core roads assets, which will improve our inventory records and result in a greater level of accuracy in the data currently held on the roads infrastructure;
- (c) approve the procurement of a SaaS Visualised Asset Management Platform on a 4+1 Contract, which will support the development of a long term investment and maintenance strategies and the development of a scenario planning process for informing future investment decisions on the roads;
- (d) delegate authority to the Head of Public Infrastructure and Environment following consultation with the Head of Commercial and Procurement Services, to undertake a tender process for the procurement and thereafter award of a contracts for Road Asset Data Collection;
- (e) delegate authority to the Head of Commercial and Procurement Services, to conclude a contract with the successful tender bidder(s); and
- (f) approve the total estimated expenditure of up to £200,000 as detailed in the report.

### **The Committee resolved:-**

to approve the recommendations.

## **AWPR SIDE ROAD SPEED LIMIT REQUIREMENTS STAGE 3 - CHI/17/086**

**32.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which presented the objections following the main statutory advertisement period of the orders as detailed in the report.

### **The report recommended:-**

that the Committee -

- (a) approve the traffic orders that did not attract any objections or comments, and that all orders be made and implemented accordingly; and
- (b) in relation to "The Aberdeen City Council (Station Road, Milltimber, Aberdeen) (Prohibition of Waiting) 201(X)" proceed with this order as originally envisaged; while then monitoring the remaining section of Station Road in which the residents have raised concerns.

### **The Committee resolved:-**

to approve the recommendations.

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**ROADS WINTER MAINTENANCE OPERATIONS 2016-17 - CHI/17/085**

**33.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which presented an overview of the strategy that the roads operations operated throughout the city during the Winter of 2016/17.

**The report recommended:-**

that the Committee -

- (a) note the contents of the report;
- (b) instruct Roads Operations officers to continue with the comparison of other similar urban authorities winter services both in terms of operation and cost;
- (c) instruct officers to incorporate where appropriate, within the Winter Services Plan for 2017-2018, those recommendations in relevant documents such as "Well Managed Highway Infrastructure" and other relevant documents not already included in the Winter Service Plan 2016-2017; and
- (d) instruct officers to examine the implications of the anticipated additional maintenance burden for the Roads winter maintenance provision from the de-trunking of sections of the A90/A96 following completion of the Aberdeen Western Peripheral Route.

**The Committee resolved:-**

- (i) to approve the recommendations;
- (ii) to instruct officers to ensure the uplift of unwanted salt bags at the end of Winter is available as it is currently included as part of the service; and
- (iii) to acknowledge Councillor Cormie's comments regarding the salting of parks and gardens during the Winter and that some adjoining roads are not always salted at the same time, and to take this on board for next Winter.

**BUS LANE ENFORCEMENT NET SURPLUS - PROPOSED EXPENDITURE 2017-18 - CHI/17/062**

**34.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which provided an update on the status of the 2016/17 Bus Lane Enforcement (BLE) programme and sought approval for an adjustment to the current BLE policy and approval for a new programme of projects to be delivered from 2017/18 onwards using the net surplus from the BLE system.

**The report recommended:-**

that the Committee -

- (a) note progress on the projects funded from the BLE programme in 2016/17, as detailed in Appendix A;

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- (b) approve the allocation in 2016/17 of £700,000 of the 2016/17 surplus to further support Roads Maintenance activities;
- (c) agree to the adoption of a new quarterly approach to releasing the 2017/18 BLE surplus to ensure the effective utilisation of the surplus funding as it is generated;
- (d) approve the Proposed Bus Lane Enforcement Programme Projects 2017/18, as detailed in Appendix B;
- (e) instruct the Interim Director of Communities, Housing and Infrastructure, the Interim Head of Planning and Sustainable Development and the Transportation Manager to implement the Proposed Bus Lane Enforcement Programme Projects 2017/18 as appropriate and as funding becomes available, including the instruction of tendering procedures and competitive quotation procedures, and the awarding of contracts on receipt of a valid tender submission;
- (f) delegate authority to the Interim Head of Planning and Sustainable Development, in consultation with the Convener and Vice-Conveners of this Committee to amend the 2017/18 programme should priorities change due to unforeseen circumstances during the year, and only in circumstances where the changes are consistent with the Aberdeen City Council Procurement Regulations, with such changes to be reported to Members as a Service Update unless they require advance Committee approval, which will be determined by consultation with the Head of Commercial and Procurement Services;
- (g) instruct the Interim Head of Planning and Sustainable Development to report back to this Committee after the close of 2017/18 with a progress report against the 2017/18 programme, including actual expenditure; and
- (h) instruct officers of the Transport Strategy and Programmes team to include a copy of this report with Aberdeen City Council's report to the Scottish Government.

The Convener moved, seconded by Vice Convener Hunt:-

That the Committee approve the recommendations contained in the report.

Councillor Delaney moved as an amendment, seconded by Councillor Hutchison:-

That the Committee -

- (a) approve the recommendations in the report except recommendation (d); and
- (b) agree to accelerate the delivery of item 16 (supported bus services) to position 3 in the list and otherwise approve the Proposed Bus Lane Enforcement Programme Projects 2017/18, as detailed in Appendix B.

On a division, there voted:-

For the motion (15) – The Convener, Vice Conveners Bell and Hunt and Councillors Copland, Cormie, Donnelly, Jackie Dunbar, Flynn, Grant, Laing, Macdonald, McRae, Mason, Nicoll and Jennifer Stewart.

For the amendment (1) – Councillor Delaney

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Declined to vote (1) – Councillor Hutchison.

**The Committee resolved:-**  
to adopt the motion.

**VARIOUS SMALL SCALE TRAFFIC MANAGEMENT STAGE 1 - CHI/17/067**

**35.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which advised on new small scale traffic management measures, introduction of associated new development proposals and proposals for individual disabled parking bays that require progression through the legal process for Traffic Regulation Orders.

**The report recommended:-**  
that the Committee -

- (a) approve the proposals in principle;
- (b) instruct officers to commence the legal procedures of preliminary statutory consultation for the traffic regulation orders required and 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
- (c) 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 any objections back to a future meeting of this Committee.

**The Committee resolved:-**  
to approve the recommendations.

**VARIOUS SMALL SCALE TRAFFIC MANAGEMENT STAGE 2 - CHI/17/081**

**36.** With reference to Article 35 of the minute of the meeting of the Committee of 27 January 2017, the Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which presented the results of the initial statutory consultation process undertaken.

**The report recommended:-**  
that the Committee -

- (a) acknowledge the responses received as a result of the initial consultation and thereafter instructs officers to progress to the public advertisement stage and report any objections to a future committee; and
- (b) acknowledge the results of the informal consultation with the residents of Grampian Place on the possible introduction of single or double yellow lines and thereafter instructs officers to progress the proposal to introduce lengths of 'At

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any time' waiting restrictions on Grampian Place / Oscar Road / North Grampian Circle to the public advertisement stage and report any objections to a future committee.

### **The Committee resolved:-**

to approve the recommendations.

### **MATTER OF URGENCY**

**The Convener intimated that she had directed in terms of Section 50 (B) 4 (b) of the Local Government (Scotland) Act 1973 that the following item be considered as a matter of urgency as if the report were presented to the next Committee meeting of 29 August 2017, it would be too late for this year's winter festival.**

### **PROVISION OF FESTIVE LIGHTING - CHI/17/148**

**37.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which advised of the intention to tender for upgraded centre features for the existing festive lighting.

### **The report recommended:-**

that the Committee -

- (a) instruct officers to proceed with a procurement exercise in order to select a supplier for the provision of 5 new centres for the existing festive lighting for the city centre;
- (b) approve the estimated expenditure for the supply of 5 new centres for the existing festive lighting for the city centre of £60,000 from the Common Good Fund, in accordance with regulation 4.1.1.2 of the Council's Procurement Regulations;
- (c) note that officers are preparing to seek quotes for the installation, removal and maintenance of festive lighting in accordance with regulation 4.1.1.1 of the Council's Procurement Regulations;
- (d) approve the estimated expenditure for installation, removal and maintenance of festive lighting, of approximately £40,000 per annum from the Common Good Fund;
- (e) approve a contract duration of three years for installation, removal and maintenance of festive lighting to commence in 2017, continuing until 2020;
- (f) 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 regulation 4.1.1.1 of the Council's Procurement Regulations; and
- (g) note the implications set out in paragraphs 3 and 5 of this report with regards to the potential use of the new lighting centres beyond the festive period and

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delegate authority to the Head of Public Infrastructure and Environment to seek planning permission to enable such use.

### **The Committee resolved:-**

to approve the recommendations.

### **MATTER OF URGENCY**

The Convener intimated that she had directed in terms of Section 50 (B) 4 (b) of the Local Government (Scotland) Act 1973 that the following item be considered as a matter of urgency as there were tight deadlines to deliver the project so as to make use of the funds from Sustrans prior to 12 June and the next Committee meeting would miss this deadline. Sustrans requires confirmation from Aberdeen City Council this week if funding is required from the Council, otherwise it will be directed to another local authority. Work by the harbour board is currently underway but will stop on site if approval is not granted.

### **NIGG HARBOUR - DUAL USE PATH - CHI/17/149**

**38.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which sought approval to accept funding from Sustrans (sustainable transport charity promoting walking and cycling) in order for Aberdeen Harbour Board to deliver a Sustrans standard dual use (walking and cycling) path to Nigg Harbour, and to note that officers intend to purchase private land to facilitate the delivery of the project.

### **The report recommended:-**

that the Committee -

- (a) instruct the Interim Head of Planning and Sustainable Development, subject to confirmation of no relevant State Aid limitations, to accept the part-funding from Sustrans to deliver the dual use path on the basis that the Council will claim the funding from Sustrans after being invoiced by Aberdeen Harbour Board for the extent of the works, once the works have been completed in terms of the Sustrans grant conditions;
- (b) delegate authority to the Interim Head of Planning and Sustainable Development, to authorise payment of the part-funding to Aberdeen Harbour Board after Aberdeen City Council has received the Sustrans payment;
- (c) delegate authority to the Interim Head of Planning and Sustainable Development, following consultation with the Head of Legal and Democratic Services, to agree the terms of the Memorandum of Understanding with Sustrans;
- (d) delegate authority to the Interim Head of Planning and Sustainable Development, following consultation with the Head of Legal and Democratic Services, to

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- prepare and secure an agreement with Aberdeen Harbour Board confirming payment arrangements between Aberdeen Harbour Board and the Council;
- (e) note that exempt information is contained within a separate paper (Appendix 2) in the private section of the agenda;
  - (f) note the intention by the Council to purchase private land to facilitate the provision of the dual use path and approve use of the Active Travel Fund budget if required (as detailed in Appendix 2); and
  - (g) note that the National Cycle Network Route 1 will need to be rerouted from the Coast Road to the dual use path by Sustrans via signage.

### **The Committee resolved:-**

to approve the recommendations.

### **MATTER OF URGENCY**

**The Convener intimated that she had directed in terms of Section 50 (B) 4 (b) of the Local Government (Scotland) Act 1973 that the following item be considered as a matter of urgency as failure to consider the report at the meeting would lead to a delay in traffic orders being implemented.**

### **VARIOUS SMALL SCALE TRAFFIC MANAGEMENT AND DEVELOPMENT ASSOCIATED PROPOSALS (STAGE 3- PUBLIC ADVERT) - CHI/17/079**

**39.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which presented the seventeen orders at the final statutory stage and the objections and letters of representation in each case.

### **The report recommended:-**

that the Committee -

- (a) acknowledge the fourteen objections received as a result of the statutory consultation;
- (b) approve the orders that did not attract objections, and that all the orders be made and implemented accordingly;
- (c) in relation to "The Aberdeen City Council (Belmont Road, Aberdeen) (Limited Waiting On-Street Parking Places) Order 201(X)" overrule the objection received and approve that the order be made as originally envisaged;
- (d) in relation to "The Aberdeen City Council (Hopecroft Crescent, Hopecroft Road and Hopetoun Grange (Inset Road), Aberdeen) (20 MPH Speed Limit) Order 201(X)" note the objections and approve the implementation of the 20mph speed limit as originally envisaged and do not progress with the implementation of the one way restriction at this time; and

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- (e) in relation to the “The Aberdeen City Council (Spademill Road and Spademill Lane) (20mph Speed Limit) Order 201(X)” overrule the objections received and approve this order be made as originally envisaged.

### **The Committee resolved:-**

to approve the recommendations.

### **PLAY AREA REFURBISHMENT 2017-18 - CHI/17/094**

**40.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which advised of the progress of the 2017/18 Environmental Services programme of Play Area Refurbishment Works and requested authority to spend up to the additional £826,000 allocated to the service at February’s Council Budget Meeting to deliver the 2017/18 Play Area Refurbishment Works, and to authorise expenditure via a range of call-offs from a relevant Framework Agreement.

### **The report recommended:-**

that the Committee -

- (a) agree that Environmental Services continue the 2017/18 rolling programme of play area refurbishment utilising the approved additional £826,000 Revenue Funding and the existing £450,000 Capital Funding (giving a total refurbishment fund up to £1,276M for 2017/18), and in accordance with the overall and individual estimated expenditure for each play area as detailed in this report. This subject to the service having the capacity to deliver and subject to the industry suppliers having the capacity to supply within the current financial year;
- (b) approve and authorise the use of the ESPO Framework 115 ‘Playground Equipment – Outdoor or Scotland Excel Contract 0215 ‘Outdoor Play Equipment’ as part of the 2017/18 for individual call-offs for the play areas detailed in this report;
- (c) approve the appointment of additional fixed term staff, paid for through the additional revenue funding, to assist permanent staff in the delivery of the programme; and
- (d) instruct officers to report back to this Committee at or around year end to advise of expenditure made within 2017/18 and cumulative expenditure against initial estimate.

Officers clarified that the additional staff would be focusing solely on the delivery of the extra funding received to allowed community consultation to take place and asset lists to be kept updated.

With reference to Article 38 of the minute of the Communities, Housing and Infrastructure Committee meeting of 24 January 2017, officers advised that the list of play areas contained within that report was based on old data and following a further audit, priorities had changed and this was reflected in the report on the agenda.

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### **The Committee resolved:-**

to approve the recommendations.

### **DECLARATION OF INTEREST**

**Following his declaration at Article 4 of this minute, Councillor Delaney declared an interest in the following item by virtue of his role as Chair of the Board of the Scottish Federation of Housing Associations, and withdrew from the meeting prior to consideration of the item.**

### **HOMELESS/TEMPORARY ACCOMMODATION STRATEGY - CHI/17/069**

**41.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which provided an update on financial pressures affecting the provision of temporary accommodation for homeless persons and sought approval for immediate actions required; and set out the principles for a sustainable strategy from 2018.

### **The report recommended:-**

that the Committee -

- (a) instruct officers to undertake a comprehensive options appraisal of existing temporary and supported accommodation;
- (b) delegate authority to the Head of Communities and Housing to cease operation of any temporary accommodation identified as unviable following the options appraisal and a business case;
- (c) delegate authority to the Head of Communities and Housing to enter negotiations with external organisation to progress temporary accommodation options that are identified in the options appraisal and submit a business case, if necessary, to take them forward;
- (d) instruct officers to report to Committee in January 2018 with a four year homelessness strategy based on the principles set out within this report;
- (e) delegate authority to the Head of Communities and Housing, following consultation with the Head of Commercial and Procurement Services, to obtain written quotations for the options appraisal of temporary accommodation and supported accommodation and homelessness strategy and thereafter awarded a contract;
- (f) delegate authority to the Head of Commercial and Procurement Services, to conclude a contract with the successful bidder(s);
- (g) approve the total estimated expenditure as detailed in this report;
- (h) delegate authority to the Head of Communities and Housing, following consultation with the Head of Commercial and Procurement Service, to undertake a tender process of the procurement of an Additional Accommodation Framework

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- for up to 4 years and thereafter aware of a contract for the purchase of emergency accommodation;
- (i) delegate authority to the Head of Commercial and Procurement Services, to conclude a contract with the successful tender bidder(s);
  - (j) approve the total estimated expenditure as detailed in the report;
  - (k) approve the extension of the housing support contracts, in consultation with the Head of Communities and Housing and Head of Commercial and Procurement Services, detailed in the report for up to 18 months to October 2019 to align commissioning with the homelessness strategy and estimated expenditure as detailed in the report; and
  - (l) approve the budget virements required in 2017/18 to reflect the housing support contracts commissioned.

### **The Committee resolved:-**

to approve the recommendations.

### **DECLARATION OF INTEREST**

**Councillor Macdonald declared an interest in the following item by virtue of her membership of GREC but did not feel it necessary to leave during consideration of the item.**

### **DEVELOPMENT OF SERVICE LEVEL AGREEMENTS (EQUALITIES) - CHI/17/089**

**42.** The Committee had before it a report by the Interim Director of Communities, Housing and Infrastructure which sought approval of the estimated expenditure for the proposed Service Level Agreements with Grampian Regional Equality Council (GREC) and Aberdeen Multi-Cultural Centre within Communities, Housing and Infrastructure.

### **The report recommended:-**

that the Committee -

- (a) approve the draft Service Level Agreements at Appendix 1 and Appendix 2;
- (b) approve the estimated expenditure in relation to the services provided by GREC as detailed in this report at Appendix 1, and the proposed services by Aberdeen Multi-Cultural Centre as detailed in Appendix 2. These Service Level Agreements to run for the interim two year period (2017-19) with six monthly reviews;
- (c) instruct officers to monitor and review such Service Level Agreements on a six monthly basis;
- (d) instruct officers to report to the Finance, Policy and Resources Committee by March 2019 with an Equalities grant funding plan to assist the council in the delivery of its Equality Outcomes and in mainstreaming equality with new service specifications;

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- (e) agree that the Chief Executive and the Head of Commercial and Procurement Services should recognise in writing that there are special circumstances justifying the suspension from Internal Procurement Regulations so that the Service Level Agreements with GREC and Aberdeen Multi-Cultural Centre can be put in place as an interim arrangement until March 2019 and that these special circumstances are recorded in the Contracts Register;
- (f) instruct the Head of Commercial and Procurement Services and the Head of Legal and Democratic Services to enter into formal contractual arrangements with providers where the previous contracts have expired or where implied contracts are in place;
- (g) where contracts are under the Internal Procurement Regulations threshold of £50,000 to instruct officers to enter into Service Level Agreements to be monitored and reviewed on an annual basis and to delegate authority for this to the Equalities Manager in conjunction with the Head of Commercial and Procurement Services.
- (h) note the position of the Voluntary Organisation as described in paragraph 3.13 of the report that have rejected the proposed SLA with Aberdeen City Council and;
- (i) instruct officers to withdraw council funding to the specific Voluntary Organisation from 1 April 2017.

**The Committee resolved:-**

to approve the recommendations.

**- COUNCILLOR YVONNE ALLAN, Convener.**

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