

Public Document Pack



To: All Members of the Council

Town House,
ABERDEEN, 1 December 2017

COUNCIL

The Members of the **COUNCIL** are requested to meet in Council Chamber - Town House on **MONDAY, 11 DECEMBER 2017 at 10.30am.**

FRASER BELL
HEAD OF LEGAL AND DEMOCRATIC SERVICES

B U S I N E S S

ADMISSION OF BURGESSES

1(a) Admission of Burgesses

DETERMINATION OF URGENT BUSINESS

2(a) No urgent business at this stage

DETERMINATION OF EXEMPT BUSINESS

3(a) Members are requested to determine that the exempt business be considered with the press and public excluded

DECLARATIONS OF INTEREST

4(a) Declarations of Interest (Pages 7 - 8)

REQUESTS FOR DEPUTATION

- 5(a) Requests for Deputation

MINUTES OF PREVIOUS MEETING(S) OF COUNCIL

- 6(a) Minute of Meeting of Aberdeen City Council of 11 October 2017 - for approval (Pages 9 - 14)

REFERRALS FROM COMMITTEES

- 7(a) No referrals at this stage

BUSINESS STATEMENT, MOTIONS LIST, TRACKER AND OTHER MINUTES

- 8(a) Business Statement (Pages 15 - 22)

- 8(b) Motions List (Pages 23 - 26)

- 8(c) Tracker (Pages 27 - 36)

GENERAL BUSINESS

- 9(a) Target Operating Model - OCE/17/024 (to follow)

- 9(b) Committee Governance - Council Diary 2018 - CG/17/136 (Pages 37 - 50)

- 9(c) 2018 Review of UK Parliamentary Constituencies - CG/17/149 (Pages 51 - 54)

- 9(d) Fairer Aberdeen Fund Annual Report 2016-17 - CHI/17/278 (Pages 55 - 76)

- 9(e) Air Quality Low Emission Zones Update - CHI/17/277 (Pages 77 - 84)

- 9(f) Adoption of Supplementary Guidance in Support of the Local Development Plan - Greenferns Development Framework - CHI/17/234 (Pages 85 - 120)

- 9(g) Berryden Corridor Improvement - Compulsory Purchase Order - CHI/17/037 (Pages 121 - 134)

- 9(h) Bon Accord Care - Annual Performance Report - HSCP/17/094 (Pages 135 - 166)

NOTICES OF MOTION

10(a) Notice of Motion by Councillor McRae

“That Council -

1. Agrees that Aberdeen City Council is committed to improving the health and wellbeing of our citizens by having access to clean air in our city.
2. Notes Glasgow City Council’s proactive approach through the implementation of a trial period of the ‘City Tree’ to help with the reduction of vehicle emissions. This self-contained unit works to the equivalent of around 275 trees and removes 240t of carbon per year. Glasgow City Council have already seen a noticeable difference in the air quality surrounding these units and have been largely welcomed by the city’s residents. The City Tree is free standing and approximately 4m (h) x 3m (l) with bench seating on either side for residents to use. The installation is largely a self-maintaining system powered via solar panels on the top of the installation. Special moss cultures filter pollutants such as particulate matter, nitrogen oxide, this makes them ideal air purifiers.
3. Instructs the Interim Director of Communities, Housing and Infrastructure (or equivalent) to bring forward a business case to a future meeting of the Communities, Housing and Infrastructure Committee (or equivalent), based on the viability of locating City Tree(s), or other solutions, in key locations in the city where immediate improvements in air quality are deemed necessary.”

10(b) Notice of Motion by Councillor Delaney

“That Council -

1. Notes its decision of 29 June 2016 to permit buses, cyclists and pedestrians to use the “shared surface” proposed for Broad Street;
2. Notes the concerns raised by people with visual, hearing and mobility loss regarding the safe use of the planned “shared surface” on Broad Street;
3. Agrees that in the interests of public safety Broad Street should be fully pedestrianised between its junctions with Upperkirkgate and Queen Street and to instruct the Head of Public Infrastructure and Environment to commence the traffic regulation order for this measure with costs for this legal process to be met from contingencies and to report to the appropriate committee in this regard; and
4. Instructs the Interim Head of Planning and Sustainable Development to explore with Sustrans any funding implications which may arise from this change and to report this to the appropriate committee.”

10(c) Notice of Motion by Councillor Delaney

“That Council -

1. Acknowledges the difficulties faced by residents who cannot get out of their driveways as a result of people parking in such a manner as to block their exit.
2. Acknowledges Police Scotland are the appropriate enforcement authority in respect of enforcement.
3. Recognises Police Scotland are not always in a position to attend such offences as a result of resourcing and prioritisation of calls.
4. Recognises that City Wardens may be better placed to assist in such circumstances if they had the power to do so.
5. Instructs the Chief Executive to write to the Transport Minister requesting that the offence of obstruction of a dropped kerb which provides private access to a driveway be decriminalised and future enforcement be the responsibility of Council officers in line with Decriminalised Parking Enforcement.”

10(d) Notice of Motion by Councillor Flynn

“That Council instructs the Interim Director of Communities, Housing and Infrastructure (or equivalent) to look into whether the Council could adopt an overprovision policy for dedicated student accommodation and to report back to the relevant committee.”

10(e) Notice of Motion by Councillor Flynn

“That Council instructs the Interim Director of Communities, Housing and Infrastructure (or equivalent) to look into extending the requirement to make affordable housing contributions to dedicated student accommodation and to report back to the relevant committee.”

10(f) Notice of Motion by Councillors Flynn and Nicoll

“That Council -

- (1) Notes the hard work and endeavours of Cove residents to develop and promote and continue to deliver the Cove Woodland Walk for the benefit of the community and their commitment to improving community facilities still further with the creation of the Cove Woodland Trust SCIO.
- (2) Congratulates the membership of the Cove Woodland Trust SCIO, on their ongoing work and commitment to secure funding to facilitate the purchase of approximately 16 acres of additional land in the area of the Cove Woodland Walk that would allow for the development of the area into a County Park for the benefit of the community.
- (3) Notes that the Cove Woodland Trust SCIO at present has insufficient funding available to complete the purchase of land necessary to expand the existing Cove Woodland Walk.
- (4) Instructs the Interim Director of Communities, Housing and Infrastructure (or equivalent) to work with members of the Cove Woodland Walk SCIO to ascertain what funding streams may be available to support the charity in securing the necessary funding:-
 - (a) to purchase the necessary land to bring it within the trust’s ownership and control; and
 - (b) that would allow for development of the land into a community controlled Country Park.”

10(g) Notice of Motion by Councillors Laing and Lumsden

“That this Council (1) pledges its support to the Active Aberdeen Partnership’s campaign to **Activate the City** making 2018 the Year of an Active City; and (2) underlines its commitment to helping people take part in physical activity and sport, creating better lifestyles and improving wellbeing through being active more often.

For the **Activate the City** campaign to succeed, the commitment of everyone with the power to support transformational change is needed.

Local leaders and champions are needed to help transform physical activity and sport engagement in their city, neighbourhood and workplace; from strategic leaders to parents, teachers, friends and colleagues in every community.

Leaders across the system, in all sectors, can support the ambition to **Activate the City** and make Aberdeen the most active city in Scotland by 2020, by helping establish an active culture and making personal and organisational commitments to change.

Activate the City is set to be a transformational campaign; the beginning of a ground-breaking strategy that sets to improve the health and wellbeing of the local population for years to come.”

#activatethecity

EXEMPT / CONFIDENTIAL BUSINESS

- 11(a) Waste Management Services Contract - Management Board and Third Party Recyclate - CHI/17/282 (Pages 239 - 252)

EHRIAs related to reports on this agenda can be viewed at
[Equality and Human Rights Impact Assessments](#)

To access the Service Updates for Council please use the following link:
<https://committees.aberdeencity.gov.uk/ecCatDisplayClassic.aspx?sch=doc&cat=13450&path=0>

Should you require any further information about this agenda, please contact Martyn Orchard, tel. 01224 523097 or email morchard@aberdeencity.gov.uk

Agenda Item 4(a)

You must consider at the earliest stage possible whether you have an interest to declare in relation to any matter which is to be considered. You should consider whether reports for meetings raise any issue of declaration of interest. Your declaration of interest must be made under the standing item on the agenda, however if you do identify the need for a declaration of interest only when a particular matter is being discussed then you must declare the interest as soon as you realise it is necessary. The following wording may be helpful for you in making your declaration.

I declare an interest in item (x) for the following reasons

For example, I know the applicant / I am a member of the Board of X / I am employed by...
and I will therefore withdraw from the meeting room during any discussion and voting on that item.

OR

I have considered whether I require to declare an interest in item (x) for the following reasons however, having applied the objective test, I consider that my interest is so remote / insignificant that it does not require me to remove myself from consideration of the item.

OR

I declare an interest in item (x) for the following reasons however I consider that a specific exclusion applies as my interest is as a member of xxxx, which is

- (a) a devolved public body as defined in Schedule 3 to the Act;
- (b) a public body established by enactment or in pursuance of statutory powers or by the authority of statute or a statutory scheme;
- (c) a body with whom there is in force an agreement which has been made in pursuance of Section 19 of the Enterprise and New Towns (Scotland) Act 1990 by Scottish Enterprise or Highlands and Islands Enterprise for the discharge by that body of any of the functions of Scottish Enterprise or, as the case may be, Highlands and Islands Enterprise; or
- (d) a body being a company:-
 - i. established wholly or mainly for the purpose of providing services to the Councillor's local authority; and
 - ii. which has entered into a contractual arrangement with that local authority for the supply of goods and/or services to that local authority.

OR

I declare an interest in item (x) for the following reasons.....and although the body is covered by a specific exclusion, the matter before the Committee is one that is quasi-judicial / regulatory in nature where the body I am a member of:

- is applying for a licence, a consent or an approval
- is making an objection or representation
- has a material interest concerning a licence consent or approval
- is the subject of a statutory order of a regulatory nature made or proposed to be made by the local authority.... and I will therefore withdraw from the meeting room during any discussion and voting on that item.

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ABERDEEN CITY COUNCIL

Town House,
ABERDEEN, 11 October 2017

MINUTES OF MEETING OF ABERDEEN CITY COUNCIL

Sederunt:

Lord Provost Barney Crockett, Chairperson;
Depute Provost Alan Donnelly; and

COUNCILLORS

YVONNE ALLAN
CHRISTIAN ALLARD
ALISON ALPHONSE
PHILIP BELL
MARIE BOULTON
DAVID CAMERON
JOHN COOKE
NEIL COPLAND
WILLIAM CORMIE
STEVEN DELANEY
JACQUELINE DUNBAR
LESLEY DUNBAR
SARAH DUNCAN
STEPHEN FLYNN
GORDON GRAHAM
ROSS GRANT
MARTIN GREIG
DELL HENRICKSON
RYAN HOUGHTON
BRETT HUNT
MICHAEL HUTCHISON
CLAIRE IMRIE

FREDDIE JOHN
JENNIFER LAING
DOUGLAS LUMSDEN
SANDRA MACDONALD
NEIL MacGREGOR
AVRIL MacKENZIE
CATRIONA MacKENZIE
ALEXANDER McLELLAN
CIARÁN McRAE
THOMAS MASON MSP
ALEXANDER NICOLL
JAMES NOBLE
JOHN REYNOLDS
GILLIAN SAMARAI
PHILIP SELLAR
JENNIFER STEWART
SANDY STUART
GORDON TOWNSON
JOHN WHEELER
and
IAN YUILL

Lord Provost Barney Crockett, in the Chair;

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

[https://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=122&MId=4327&Ve
r=4](https://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=122&MId=4327&Ve
r=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.

Council Meeting, 11 October 2017

ADMISSION OF BURGESSES

1. The persons undermentioned were admitted into the presence of the Council and passed as Burgesses of Guild in respect of their respective Acts of Admission in the Guild Burgess Book:-

Professor Ferdinand von Prondzynski, University Principal/Vice Chancellor,
Aberdeen

Angela Taylor, Active Workforce Development Co-ordinator, Aberdeen

Wilma Gillespie Taylor, Board Member, Aberdeen

DECLARATIONS OF INTEREST

2. Councillor Mason MSP declared a general interest as a Member of the Scottish Parliament for North East Scotland.

Councillor Hutchison declared an interest in relation to item 9(f) (Local Authority Community Covenant) (Article 13 of this minute refers) by virtue of his position as a serving member of the Armed Forces Reserves. Councillor Hutchison did not consider that the nature of his interest required him to leave the meeting.

MINUTE OF MEETING OF ABERDEEN CITY COUNCIL OF 23 AUGUST 2017

3. The Council had before it the minute of meeting of Aberdeen City Council of 23 August 2017.

The Council resolved:-
to approve the minute.

BUSINESS STATEMENT

4. The Council had before it a statement of Council business.

The Council resolved:-
to note the business statement.

MOTIONS LIST

5. The Council had before it a list of outstanding motions.

The Council resolved:-
to note the motions list.

Council Meeting, 11 October 2017

TRACKER

6. The Council had before it a tracker document which identified reports that were due to be considered by the Council at its forthcoming meetings.

The Council resolved:-

to note the tracker subject to amending the dates of reports for the next Council meeting to 11 December 2017.

MINUTE OF MEETING OF THE GUILDRY AND MORTIFICATION FUNDS COMMITTEE OF 29 AUGUST 2017

7. The Council had before it the minute of meeting of the Guildry and Mortification Funds Committee of 29 August 2017.

The Council resolved:-

to approve the minute.

STRATEGIC BUSINESS PLAN - UPDATE - OCE/17/021

8. With reference to Article 15 of the minute of its meeting of 23 August 2017, the Council had before it a report by the Chief Executive which advised of revisions to the Council's Strategic Business Plan to reflect commitments and priorities set out within the Policy Statement "Stronger Together: Prosperity for Aberdeen 2017 - 2022".

The report recommended:-

that the Council note the amended Strategic Business Plan.

The Council resolved:-

to note the amended Strategic Business Plan subject to:-

- (i) the Interim Director of Communities, Housing and Infrastructure providing a response in terms of the number of affordable houses built annually, in connection with the objective 'We will build new council houses and work with partners to provide more affordable homes' on page 72 of the report;
- (ii) the Interim Director of Communities, Housing and Infrastructure providing a response in terms of how success would be measured in connection with the objective 'We will expand the provision of school holiday meals to primary school children' on page 78 of the report; and
- (iii) the Director of Education and Children's Services amending how success would be measured in connection with the objective 'We will explore how the approaches of the Sistema project can be shared and spread across the city' to make it city-wide rather than specific to Torry.

ABERDEEN CITY INTEGRATION JOINT BOARD - OCE/17/022

9. The Council had before it a report by the Chief Executive which provided details of the arrangements that had been put in place for governance of the Integration Joint Board.

The report recommended:-

that the Council note the content of the report.

The Council resolved:-

to approve the recommendation.

RESIGNATION OF MEMBER OF ABERDEEN CITY LICENSING BOARD AND DUTY TO ELECT NEW MEMBER TO THE BOARD - CG/17/117

10. The Council had before it a report by the Head of Legal and Democratic Services which advised that there was a vacancy in the membership of the Aberdeen City Licensing Board as a result of the resignation of Councillor Mason MSP and that the Council had a statutory duty to elect a new member.

The report recommended:-

that the Council -

- (a) note Councillor Mason MSP's resignation from Aberdeen City Licensing Board; and
- (b) elect a new member to the Aberdeen City Licensing Board to fill the vacancy created.

The Council resolved:-

- (i) to approve recommendation (a);
- (ii) to elect Councillor John to the Aberdeen City Licensing Board to fill the vacancy.

EDUCATION AND CHILDREN'S SERVICES COMMITTEE - EXTERNAL APPOINTMENT (SECONDARY SCHOOL PARENT REPRESENTATIVE) - CG/17/116

11. The Council had before it a report by the Head of Legal and Democratic Services which detailed the nomination from Aberdeen City Parent Councils Forum of a replacement parent representative for secondary school on the Education and Children's Services Committee following the tenure of the current representative, Mr Rafferty, concluding.

The report recommended:-

that the Council -

- (a) approve the appointment of Mr Colm O'Riordan as the secondary school parent representative; and
- (b) note that Mr Anthony Rafferty would be a substitute member for both the primary and secondary parent representatives on the Education and Children's Services Committee.

The Council resolved:-

to approve the recommendations.

EQUALITY FIGURES - RESPONSES TO QUESTIONS - CG/17/115

12. With reference to Article 22 of the minute of its meeting of 21 June 2017, the Council had before it a report by the Interim Head of Human Resources which presented further information in connection with the number of disciplinary cases involving employees with a disability.

The report recommended:-

that the Council note the responses in relation to the equality figures on the number of disciplinary cases involving employees with a disability.

The Council resolved:-

- (i) to note that the Chief Executive would look at the disciplinary cases involved;
- (ii) to note that the Interim Director of Communities, Housing and Infrastructure would work with the Interim Head of Human Resources to address any specific issues relating to the Directorate;
- (iii) to note that the Head of Legal and Democratic Services would work with the Interim Head of Human Resources to carry out a review of the relevant policies and procedures to ensure that they complied with the Council's obligations in terms of legislation with particular reference to equalities legislation;
- (iv) to request the Interim Head of Human Resources to investigate whether equivalent data was available from other local authorities on a national basis for comparative purposes;
- (v) to request the Interim Head of Human Resources to report back to Council in approximately six months in terms of progress with the actions above; and
- (vi) to otherwise note the responses in relation to the equality figures on the number of disciplinary cases involving employees with a disability.

LOCAL AUTHORITY COMMUNITY COVENANT - OCE/17/023

13. The Council had before it a report by the Chief Executive which provided an update on Aberdeen's Local Authority Community Covenant with the Armed Forces Community.

The report recommended:-

that the Council -

- (a) note the content of the report; and
- (b) instruct the Chief Executive to work with relevant groups representative of the armed forces community and its interests, the business community and Community Planning Partners to develop a refreshed Armed Forces Covenant for the city, delegating authority to the Chief Executive to sign the Covenant along with the Lord Provost on behalf of the Council.

Council Meeting, 11 October 2017

The Council resolved:-

- (i) to approve the recommendations; and
- (ii) to request the Chief Executive to report back to Council on progress in March 2018.

CONSULTATION OF SUPPLEMENTARY GUIDANCE IN SUPPORT OF THE LOCAL DEVELOPMENT PLAN - GREENFERNS DEVELOPMENT FRAMEWORK - CHI/17/234

14. The Council had before it a report by the Interim Director of Communities, Housing and Infrastructure which sought approval for the Greenferns Development Framework (Aberdeen Local Development Plan 2017 sites OP28 and OP33) to be issued for public consultation over a six week period.

The report recommended:-

that the Council -

- (a) approve the Draft Greenferns Development Framework for public consultation over a six week period; and
- (b) instruct the Interim Director of Communities, Housing and Infrastructure to report the results of the public consultation and any proposed revisions to the Draft Development Framework to the next Council meeting.

The Council resolved:-

to approve the recommendations.

VALEDICTORY

15. The Lord Provost advised that this was the last Council meeting for Mr Ciaran Monaghan, Head of Service - Office of Chief Executive, before he left the organisation, and highlighted that he had been a most effective decision maker in his own understated manner. The Lord Provost emphasised that he was very sorry to see Mr Monaghan leaving the Council and wished him well in his future endeavours.

Councillor Yuill also paid tribute to Mr Monaghan and thanked him for his good humour, patience and professionalism whilst dealing with elected members.

The Council resolved:-

to concur with the remarks of the Lord Provost and Councillor Yuill.

- BARNEY CROCKETT, Lord Provost.

COUNCIL
BUSINESS STATEMENT

11 DECEMBER 2017

Please note that this statement contains a note of every report which has been instructed for submission to Council. All other actions which have been instructed by the Council are not included, as they are deemed to be operational matters after the point of decision.

Reports which are overdue are shaded

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
1.	Council 21.06.17 Article 18	<u>Fairer Aberdeen Fund</u> The Council agreed that the Fairer Aberdeen annual report be submitted to the Council meeting for consideration, with the six month progress report issued as a Service Update in future.	A report is on the agenda.	Interim Director of Communities, Housing and Infrastructure	11.12.17
2.	Council 14.12.16 Article 23	<u>Berryden Corridor Improvements Scheme - Compulsory Purchase Order</u> The Council instructed officers to report to a future meeting of Council to seek a resolution to make the Compulsory Purchase Order once the supporting documents are completed.	A report is on the agenda.	Interim Director of Communities, Housing and Infrastructure	11.12.17

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
3.	Council 21.06.17 Article 21	<p><u>Air Quality Low Emission Zones</u></p> <p>The Council (1) instructed the Interim Director of Communities, Housing and Infrastructure to carry out a Low Emission Feasibility Study in accordance with the methodology detailed in technical guidance and prescribed timescales; (2) instructed officers to inform the Council of the study outcomes and recommendations at prescribed stages of the assessment process as detailed in the technical guidance; (3) noted the 'next steps' section explaining the feasibility study process and role of partner organisations; and (4) instructed the Interim Director of Communities, Housing and Infrastructure to bring a report back to Council detailing the outcome of the feasibility study with a view to members determining whether Aberdeen City Council should volunteer itself as an early adopter.</p>	A report is on the agenda.	Interim Director of Communities, Housing and Infrastructure	11.12.17
4.	Council 23.08.17 Article 17	<p><u>Council Target Operating Model</u></p> <p>The Council noted that responsibilities had only been identified under each proposed Director post at this stage and instructed the Chief Executive to develop further the senior management structure and report to Council at its meeting in December 2017 with recommendations for proposed portfolios and posts as appropriate.</p>	A report is on the agenda.	Chief Executive	11.12.17

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
5.	Council 23.08.17 Article 18	<u>Council Diary - 2018</u> The Council noted that a new committee structure was expected to be effective from 1 April 2018 and that a calendar of meetings for April to December 2018 would be reported to Council in December 2017.	A report is on the agenda.	Head of Legal and Democratic Services	11.12.17
6.	Council 11.10.17 Article 14	<u>Consultation of Supplementary Guidance in Support of the Local Development Plan - Greenferns Development Framework</u> The Council (1) approved the Draft Greenferns Development Framework for public consultation over a six week period; and (2) instructed the Interim Director of Communities, Housing and Infrastructure to report the results of the public consultation and any proposed revisions to the Draft Development Framework to the next Council meeting.	A report is on the agenda.	Interim Director of Communities, Housing and Infrastructure	11.12.17
7.	Council 15.03.17 Article 21	<u>Union Terrace Gardens</u> The Council agreed to instruct the Head of Economic Development to submit a report to the first available Finance, Policy and Resources Committee with recommendations on the preferred contractor from the procurement exercise and the final costs of the scheme.	At its meeting of 20 September 2017, the Finance, Policy and Resources Committee agreed to transfer this item to the Council Business Statement. Planning permission for the scheme needs to be obtained prior to the appointment of contractors. Planning permission will be sought at a meeting of the Planning Development Management Committee in early 2018. Therefore,	Head of Economic Development	05.03.18

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
			consideration of the programme and the appointment of a contractor will take place at the first available Council meeting if planning permission is granted. If planning permission is granted in early 2018 this would allow the project to move forward efficiently with works then due to commence onsite in summer 2018.		
8.	Council 02.03.16 Article 13	<p><u>Integration Joint Board (IJB) for Health and Social Care</u></p> <p>The Council instructed the Chief Executive to provide an update report to members on matters relating to the IJB that she considered to be of interest to them at the Council meetings of 17 August and 14 December 2016 and quarterly thereafter, such reports including financial monitoring information in relation to the IJB.</p>	Quarterly reports to be received. The Council received the last report on 11 October 2017.	Chief Executive	05.03.18
9.	Council 15.03.17 Article 13 Council 23.08.17 Article 17	<p><u>Committee Orders of Reference and Standing Orders/Governance Framework</u></p> <p>The Council, at its meeting on 15 March 2017, (1) noted that the new Standing Orders did not contain provisions equivalent to the existing Standing Orders 28 (Committees of the Council), 37 (General Delegations to Committees), 38</p>	A report on the Council's Scheme of Governance, which incorporates the Committee Orders of Reference, is scheduled for the Council meeting in March 2018.	Head of Legal and Democratic Services	05.03.18

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		<p>(Exclusions from Delegations) and 39 (Expenditure on Hospitality), and agreed that these would remain in force until such time as alternative Committee Orders of Reference were presented and the Council Travel Policy was amended; (2) agreed that the existing Committee Orders of Reference remain in force for the time being, with alternative proposals to be brought to Council in due course; and (3) agreed that "Part III - Officers of the Council" (with the exception of Standing Order 45 - Report by Chief Officers) of the existing Standing Orders also remain in force for the time being, with alternative proposals to be brought to Council in due course.</p> <p>The Council at its meeting on 23 August 2017, instructed the Head of Legal and Democratic Services to report to Council by its meeting in March 2018 seeking the necessary approvals for a governance framework to support the implementation of the Target Operating Model; to include a Scheme of Governance setting out the Terms of Reference for the Council, its revised committees and sub-committees and appropriate delegations to officers within the revised structure and a revised Council diary for 2018/19.</p>			

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
10.	Council 23.08.17 Article 17	<p><u>Council Target Operating Model</u></p> <p>The Council agreed the distributive leadership principles set out in the Urban Governance discussion document and instructed the Chief Executive, the Council Leader and the Lord Provost, as the Council's senior executive, political and civic leaders to consult and engage with relevant stakeholders and partners, including Aberdeenshire Council, the UK Government and the Scottish Government with a view to the Chief Executive reporting back to the Council by its meeting in March 2018 with proposals in relation to:</p> <ul style="list-style-type: none"> • co-ordinating Council civic, political and executive leadership structures; • establishing revised regional structures for discussion and interaction; and • developing partnership models with both governments and other stakeholders offering interaction at executive team level within the Council 		Chief Executive	05.03.18
11.	Council 11.10.17 Article 12	<p><u>Disciplinary Cases Involving Employees with a Disability</u></p> <p>The Council:-</p> <p>(i) noted that the Chief Executive would look at the disciplinary cases involved;</p> <p>(ii) noted that the Interim Director of Communities, Housing and Infrastructure would work with the</p>		Interim Head of Human Resources	05.03.18

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		<p>Interim Head of Human Resources to address any specific issues relating to the Directorate;</p> <p>(iii) noted that the Head of Legal and Democratic Services would work with the Interim Head of Human Resources to carry out a review of the relevant policies and procedures to ensure that they complied with the Council's obligations in terms of legislation with particular reference to equalities legislation;</p> <p>(iv) requested the Interim Head of Human Resources to investigate whether equivalent data was available from other local authorities on a national basis for comparative purposes;</p> <p>(v) requested the Interim Head of Human Resources to report back to Council in approximately six months in terms of progress with the actions above; and</p> <p>(vi) otherwise noted the responses in relation to the equality figures on the number of disciplinary cases involving employees with a disability.</p>			
12.	Council 11.10.17 Article 14	<p><u>Local Authority Community Covenant</u></p> <p>The Council (1) instructed the Chief Executive to work with relevant groups representative of the armed forces community and its interests, the business community and Community Planning Partners to develop a refreshed Armed Forces Covenant for the city, delegating</p>		Chief Executive	05.03.18

<u>No.</u>	<u>Minute Reference</u>	<u>Council/Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		authority to the Chief Executive to sign the Covenant along with the Lord Provost on behalf of the Council; and (2) requested the Chief Executive to report back to Council on progress in March 2018.			
13.	Council 15.03.17 Article 23	<u>Aberdeen Inward Investment Plan</u> The Council agreed to receive annual updates on the Aberdeen Inward Investment Plan starting in May 2018.		Interim Director of Communities, Housing and Infrastructure	May 2018
14.	Council 23.08.17 Article 20	<u>Governance Review - Trusts</u> The Council instructed the Head of Legal and Democratic Services, following consultation with the Head of Finance, to review the remaining Trusts on the trust register and bring the Phase 2 proposals on winding up or amalgamating these to Council.	Phase 2 of the reorganisation will commence after phase 1 has been completed, and will involve a large amount of work as each entry will need to be reviewed to ascertain how it is to be reorganised. There will be regular updates of phase 1 trusts prior to phase 2 commencing.	Head of Legal and Democratic Services	August 2018
15.	Council 23.08.17 Article 28	<u>Corporate Parenting</u> The Council instructed the Lead Officer for Corporate Parenting to report back to Council in 2018 to ensure that all Councillors have a broad overview of the activities undertaken to ensure Aberdeen City Council is meeting its Corporate Parenting responsibilities ahead of the first report due to the Scottish Government.		Director of Education and Children's Services	August 2018

COUNCIL MOTIONS LIST

11 DECEMBER 2017

Please note that this statement tracks all Notices of Motion (relevant to Council) submitted by members, until the point of disposal. The motion will remain on the statement until the Council has agreed to remove it. Reports on motions which are overdue are shaded.

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Decision of Council</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Officer</u>	<u>Due Date</u>
1.	<p><u>Motion by Councillor Grant</u></p> <p>“Council notes First Aberdeen has announced the planned withdrawal of the X40 and 11 services from Kingswells with similar withdrawals having already been made right across the city. Notes that bus operators in Aberdeen appear to put profit before the needs of passengers who often rely upon buses to get to and from work.</p> <p>Agrees to instruct the Chief Executive to explore all options for Aberdeen City Council to facilitate the running of a bus service, those options to include the setting up of a company and/or working in partnership with an operator who already holds a PSV bus operator’s licence, and to report back to</p>	15.03.17	<p>The Council at its meeting on 15 March 2017 approved the terms of the motion.</p> <p>At its meeting of 21 June 2017, the Council resolved:-</p> <p>(i) to instruct the Interim Director of Communities, Housing and Infrastructure to report to the Communities, Housing Committee in August 2017 with a proposal for a revised Quality Partnership for public transport;</p> <p>(ii) to instruct the Interim Director of Communities, Housing and Infrastructure to report to the Finance, Policy and Resources Committee in September 2017 with options for dealing with gaps in the public transport network, where a need has been identified and for a decision</p>	<p>(i) A report on the Regional Quality Partnership for Public Transport was approved by the CH&I Committee on 29 August 2017 and a further report confirming the terms of the Quality Partnership Board and region-wide Voluntary Quality Partnership Agreement and associated technical, procedural and/or financial matters arising is proposed to be presented to the CH&I Committee in January 2018;</p> <p>(ii) A report on the management of gaps in the Public Transport Network was presented to the FP&R Committee on 20 September 2017 and three supported services were approved (subject to available budget) in Kingswells,</p>	Interim Director of Communities, Housing and Infrastructure	05.03.18

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Decision of Council</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Officer</u>	<u>Due Date</u>
	Council in June 2017.”		<p>to be made;</p> <p>(iii) to instruct the Interim Director of Communities, Housing and Infrastructure to arrange for an appropriate procurement exercise to be carried out so as to seek a provider for an enhanced public bus service to Kingswells to extend the current service, to 6.00am to 11.00pm daily, Monday through Friday as soon as possible. Subject to timing requirements of the financial year 2017/18 in recognition of the exceptional circumstances impacting on those residents living in Kingswells. This will be on the understanding that the maximum cost of such enhanced public bus service will be £25,000 and will be funded from contingencies and that all relevant legal provisions are complied with, including with reference to state aid; and</p> <p>(iv) to instruct the Interim Director of Communities, Housing and</p>	<p>Airyhall/Craigiebuckler (evenings) and Dubford/Denmore (Sundays) and the procurement of these services is currently progressing with an anticipated start date of January 2018. Commercial and Procurement Services have advised that due to their workload the undertaking of the tender through to award and with registration timescales required to implement bus services it may be difficult for a January 2018 start date;</p> <p>(iii) Completed;</p> <p>(iv) Transport Scotland has commenced a consultation on ‘<i>Local Bus Services in Scotland - Improving the Framework for Delivery</i>’, for progressing the new Transport Bill. The consultation focuses on partnerships, franchising, local authority operated bus services and open data. Officers are collating feedback for the Council’s response which will be</p>		

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Decision of Council</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Officer</u>	<u>Due Date</u>
			Infrastructure to write to the Minister for Transport and the Islands, Humza Yousaf MSP, seeking clarity on the timescales for both the consultation with Aberdeen City Council regarding the Transport Bill and the publishing of the draft bill, and to report back to Council at the next available opportunity.	agreed through the Corporate Management Team in consultation with elected members and a report will be provided to Council in March 2018.		

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CYCLE 5 - COMMITTEE STATISTICS The Tracker Shows the Reports Which are Expected to be Submitted to Future Committee Meetings					
Report Title	Committee date	Report author	Head of Service	Purpose of Report	Explanation if delayed or withdrawn
CSWO Annual Report	11/12/2017	Bernadette Oxley	Bernadette Oxley	Annual report	
Berryden Corridor Improvements Scheme - Compulsory Purchase Order	11/12/2017	Mike Mathieson	Eric Owens	The Council instructed officers to report to a future meeting of Council to seek a resolution to make the Compulsory Purchase Order once the supporting documents are completed.	
Review of the Scheme for the Establishment of Community Councils	11/12/2017	Karen Finch	Fraser Bell	To review the Scheme for the Establishment of Community Councils, to include, the Scheme, the Boundaries and the introduction of a Complaints Procedure	

CYCLE 5 - COMMITTEE STATISTICS The Tracker Shows the Reports Which are Expected to be Submitted to Future Committee Meetings					
Report Title	Committee date	Report author	Head of Service	Purpose of Report	Explanation if delayed or withdrawn
Air Quality Low Emission Zones	11/12/2017	Aileen Brodie	Eric Owens	<p>The Council (1) instructed the Interim Director of Communities, Housing and Infrastructure to carry out a Low Emission Feasibility Study in accordance with the methodology detailed in technical guidance and prescribed timescales; (2) instructed officers to inform the Council of the study outcomes and recommendations at prescribed stages of the assessment process as detailed in the technical guidance; (3) noted the 'next steps' section explaining the feasibility study process and role of partner organisations; and (4) instructed the Interim Director of Communities, Housing and Infrastructure to bring a report back to Council detailing the outcome of the feasibility study with a view to members determining whether Aberdeen City Council should volunteer itself as an early adopter.</p>	
Fairer Aberdeen Fund	11/12/2017	Susan Thom	Derek McGowan	<p>The Council agreed that the Fairer Aberdeen annual report be submitted to the Council meeting for consideration, with the six month progress report issued as a Service Update in future.</p>	

CYCLE 5 - COMMITTEE STATISTICS The Tracker Shows the Reports Which are Expected to be Submitted to Future Committee Meetings					
Report Title	Committee date	Report author	Head of Service	Purpose of Report	Explanation if delayed or withdrawn
ESCO Report	11/12/2017	Terri Vogt	Eric Owens	The purpose of the report is to present the business case for ACC to establish an ESCO as an arm's length organisation following from a recommendation made at Full Council on the 17th August 2016.	Withdrawn - . This is to allow for further technical reviews and refinements
Adoption of Supplementary Guidance in support of the Local Development Plan - Loirston Development Framework"	11/12/2017	Sandy Beattie	Eric Owens		Withdrawn - Will go at a later date, negotiations over land are still being had therefore cant report on it
Council Target Operating Model	11/12/2017	Ciaran Monaghan for Angela Scott	Angela Scott	The Council noted that responsibilities had only been identified under each proposed Director post at this stage and instructed the Chief Executive to develop further the senior management structure and report to Council at its meeting in December 2017 with recommendations for proposed portfolios and posts as appropriate.	
Council Diary - 2018	11/12/2017	Lynsey McBain	Fraser Bell	The Council noted that a new committee structure was expected to be effective from 1 April 2018 and that a calendar of meetings for April to December 2018 would be reported to Council in December 2017.	

CYCLE 5 - COMMITTEE STATISTICS The Tracker Shows the Reports Which are Expected to be Submitted to Future Committee Meetings					
Report Title	Committee date	Report author	Head of Service	Purpose of Report	Explanation if delayed or withdrawn
Update - Consultation of Supplementary Guidance in Support of the Local Development Plan - Greenferns Development Framework - CHI/17/234	11/12/2017	Laura Robertson	Eric Owens	Report the results of the public consultation and any proposed revisions to the Draft Development Framework to the next Council meeting	
Review of Terms of Reference - City Region Deal Joint Committee	11/12/2017	Alan Thomson	Fraser Bell	The purpose of the report is to seek approval from Council to approve revised terms of reference for the City Region Deal Joint Committee.	Delayed
Union Terrace Gardens	11/12/2017	Richard Sweetnam	Bernadette Marjoram	Planning approval needs to be obtained prior to the appointment of contractors. At its meeting of 20 September 2017, the Finance, Policy and Resources Committee, agreed to transfer this item to the Council Business Statement.	Delayed - Council will receive an update on UTG via the business statement report. However because there are no decisions required on UTG at the moment there is no stand alone report being prepared on this subject for the next Council meeting.

CYCLE 5 - COMMITTEE STATISTICS The Tracker Shows the Reports Which are Expected to be Submitted to Future Committee Meetings					
Report Title	Committee date	Report author	Head of Service	Purpose of Report	Explanation if delayed or withdrawn
Waste Management Services Contract – Management Board and Third Party Waste	11/12/2017	Mark Reily	Bernadette Marjoram	This report advises on the requirement to maintain two representatives of the Council on the management board (the “Board”) established under the Waste Management Services Contract between the Council and Suez Recycling and Recovery North East Ltd (Formerly SITA north East Limited) (“Suez”) and that following the most recent Council elections, the Council currently only has one representative on the board.	
Bon Accord Care Annual Report	11/12/2017	Judith Proctor	NA	To present Bon Care's Annual Report	
2018 Review of UK Parliamentary Constituencies	11/12/2017	Roddy MacBeath	Fraser Bell	This report invites Council to consider a formal response to final consultation by the Boundary Commission for Scotland on its revised proposals as part of the 2018 UK Review of Parliamentary Constituencies.	

CYCLE 1 - COMMITTEE STATISTICS The Tracker Shows the Reports Which are Expected to be Submitted to Future Committee Meetings					
Report Title	Committee date	Report author	Head of Service	Purpose of Report	Explanation if delayed or withdrawn
Review of Terms of Reference - City Region Deal Joint Committee	05/03/2018	Alan Thomson	Fraser Bell	The purpose of the report is to seek approval from Council to approve revised terms of reference for the City Region Deal Joint Committee.	
Integration Joint Board (IJB) for Health and Social Care	05/03/2018	Angela Scott		The Council instructed the Chief Executive to provide an update report to members on matters relating to the IJB that she considered to be of interest to them at the Council meetings of 17 August and 14 December 2016 and quarterly thereafter, such reports including financial monitoring information in relation to the IJB.	
Committee Orders of Reference and Standing Orders/Governance Framework	05/03/2018	Fraser Bell		A report on the Council's Scheme of Governance, which incorporates the Committee Orders of Reference, is scheduled for the Council meeting in March 2018.	

CYCLE 1 - COMMITTEE STATISTICS The Tracker Shows the Reports Which are Expected to be Submitted to Future Committee Meetings					
Report Title	Committee date	Report author	Head of Service	Purpose of Report	Explanation if delayed or withdrawn
Council Target Operating Model - Urban Governance	05/03/2018	Angela Scott		The next step in the plan, the Council also agreed the distributive leadership principles set out in the Urban Governance discussion document and instructed the Chief Executive, the Council Leader and the Lord Provost, as the Council's senior executive, political and civic leaders to consult and engage with relevant stakeholders and partners, including Aberdeenshire Council, the UK Government and the Scottish Government with a view to the Chief Executive reporting back to the Council at this meeting.	
Council Target Operating Model - Scheme of Governance	05/03/2018	Angela Scott			
Disciplinary Cases Involving Employees with a Disability	05/03/2018	Morvin Spalding		Carry out a review of the relevant policies and procedures to ensure that they complied with the Council's obligations in terms of legislation with particular reference to equalities legislation;	

CYCLE 1 - COMMITTEE STATISTICS The Tracker Shows the Reports Which are Expected to be Submitted to Future Committee Meetings					
Report Title	Committee date	Report author	Head of Service	Purpose of Report	Explanation if delayed or withdrawn
Armed Forces Covenant	05/03/2018	Derek McGowan		<p>The Council (1) instructed the Chief Executive to work with relevant groups representative of the armed forces community and its interests, the business community and Community Planning Partners to develop a refreshed Armed Forces Covenant for the city, delegating authority to the Chief Executive to sign the Covenant along with the Lord Provost on behalf of the Council; and (2) requested the Chief Executive to report back to Council.</p>	
Union Terrace Gardens	05/03/2018	Richard Sweetnam	Bernadette Marjoram	<p>Planning approval needs to be obtained prior to the appointment of contractors. At its meeting of 20 September 2017, the Finance, Policy and Resources Committee, agreed to transfer this item to the Council Business Statement, as planning approval will not be sought until the meeting of the Planning Development Management Committee on 7 December 2017. Therefore, consideration of the programme and the appointment of a contractor at the Council meeting on 11 December 2017 would allow the project to move forward efficiently with works due to commence onsite in March 2018.</p>	

CYCLE 1 - COMMITTEE STATISTICS The Tracker Shows the Reports Which are Expected to be Submitted to Future Committee Meetings					
Report Title	Committee date	Report author	Head of Service	Purpose of Report	Explanation if delayed or withdrawn
Bus Service Options	05/03/2018	Chris Cormack	Eric Owens	An update on aResponse to motion instructing the Chief Executive to explore all options for Aberdeen City Council to facilitate the running of a bus service, those options to include the setting up of a company and/or working in partnership with an operator who already holds a PSV bus operator's licence, and to report back to Council in June 2017	
Adoption of Supplementary Guidance in support of the Local Development Plan - Loirston Development Framework"	05/03/2018	Sandy Beattie	Eric Owens		
ESCO Report	05/03/2018	Terri Vogt	Eric Owens	The purpose of the report is to present the business case for ACC to establish an ESCO as an arm's length organisation following from a recommendation made at Full Council on the 17th August 2016.	

Community planning Aberdeen - Local Outcome Improvement Plan Annual report	05/03/2018	Michelle Cochlan	Derek McGowan - Report will be under Angela Scott		
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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	11 December 2017
REPORT TITLE	Committee Governance – Council Diary 2018
REPORT NUMBER	CG/17/136
CG LEAD OFFICER	Fraser Bell
REPORT AUTHOR	Lynsey McBain

1. PURPOSE OF REPORT

- 1.1 To present a proposed calendar of Council, Committee and Sub Committee meetings for April to December 2018 for approval.

2. RECOMMENDATIONS

That Council approves the proposed calendar of meetings from April to December 2018 as set out in Appendix 1.

3. BACKGROUND

- 3.1 The Council diary generally follows a set pattern, based on an 8 week cycle, however as the new cycle starts later in April, there may be times when meetings are every six weeks. The Planning Development Management Committee is required to meet more frequently and normally meets every four weeks. There are a few exceptions to this in the weeks around the school holidays. No meetings are arranged for the Easter and October school holidays, and dates such as the Offshore North Seas Conference are generally avoided.
- 3.2 Appeals Committee dates are not included in the diary and are arranged as and when required.
- 3.3 Dates for NESTRANS and the Strategic Development Planning Authority (SDPA) are arranged outwith the Council.
- 3.4 All meetings are scheduled to commence at 2pm unless otherwise stated.
- 3.5 It would be useful if the dates of party conferences were checked against the draft diary. These dates should then be avoided for Committee meetings, where possible.

- 3.6 Please note that the committee titles are provisional and are subject to change. The finalised committee structure will be submitted for approval in March 2018.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications arising from the recommendations of this report.

5. LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications arising from the recommendations of this report.

6. MANAGEMENT OF RISK

6.1 Financial

- 6.1.1 There are no financial risks associated with this report.

6.2 Employee

- 6.2.1 There are no risks to employees associated with this report.

6.3 Customer / Citizen

- 6.3.1 There are no risks to customers / citizens associated with this report.

6.4 Environmental

- 6.4.1 There are no environmental risks associated with this report.

6.5 Technological

- 6.5.1 There are no technological risks associated with this report.

6.6 Legal

- 6.6.1 There are no legal risks associated with this report.

6.7 Reputational

- 6.7.1 There are no reputational risks associated with this report, however should the diary not be approved at this stage; it will impact on the ability of officers to schedule reports to enable the Council to conduct its business.

7. IMPACT SECTION

7.1 Economy

- 7.1.1 There will be no impact on economy arising from the recommendations.

7.2 People

- 7.2.1 An Equality and Human Rights Impact Assessment is not required as the proposal does not disproportionately impact on persons with protected characteristics compared to persons without such characteristics.

7.3 Place

- 7.3.1 There will be no direct impact on the environment or the community arising from these recommendations.

7.4 Technology

- 7.4.1 There will be no impact on technology arising from the recommendations.

8. BACKGROUND PAPERS

- 8.1 None.

9. APPENDICES

- 9.1 Appendix 1 – Council Diary April to December 2018

10. REPORT AUTHOR DETAILS

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2018

APRIL

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16 Elected Members Development Day	17 Licensing Committee (10am)	18 Staff Governance Advisory Forum (10am)	19 Planning Development Management Committee (10am) Pre Application Forum (2pm)	20 Strategic Transformation Committee (2pm)	21
22	23	24 Public Protection Sub Committee (2pm)	25	26 Planning Development Management Committee (visits) (if required) 9.30am Operational Delivery Committee (2pm)	27	28
29	30 Policy & Resources Committee (2pm)					

2018

MAY

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
		1 OFFSHORE TECHNOLOGY CONFERENCE	2 OFFSHORE TECHNOLOGY CONFERENCE ALL ENERGY	3 OFFSHORE TECHNOLOGY CONFERENCE ALL ENERGY	4 Staff Governance Committee (2pm)	5
6	7 <u>MAY DAY HOLIDAY</u>	8 Audit, Risk and Scrutiny Committee (2pm)	9	10 Strategic Commissioning Committee (2pm)	11 Strategic Transformation Committee (2pm)	12
13	14	15 Licensing Board (10.30am)	16	17	18	19
20	21 Council (10.30am)	22 Integration Joint Board (10am Health Village)	23	24 Planning Development Management Committee (10am) Pre Application Forum (2pm)	25	26
27	28	29	30	31 Planning Development Management Committee (visits) (if required) 9.30am		

2018

JUNE

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
					1	2
3	4	5 Licensing Committee (10am)	6 Staff Governance Advisory Forum (10am)	7 Public Protection Sub Committee (2pm)	8	9
10	11	12	13	14 Operational Delivery Committee (2pm)	15 Strategic Transformation Committee (2pm)	16
17	18 Elected Members Development Day	19 Strategic Commissioning Committee (2pm)	20	21 Policy & Resources Committee (2pm)	22 Pensions Committee & Board (10.30am)	23
24	25	26	27	28 Audit, Risk and Scrutiny Committee (2pm)	29 Staff Governance Committee (2pm)	30

2018

JULY

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
1	2 Council (10.30am)	3 Licensing Board (10.30am)	4	5 Planning Development Management Committee (10am) Pre Application Forum (2pm)	6 SCHOOL TERM ENDS	7
8	9	10	11	12 Planning Development Management Committee (visits) (if required) 9.30am	13 Strategic Transformation Committee (2pm)	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2018

AUGUST

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
			1 Special Policy & Resources Committee (for quarterly accounts) (2pm)	2 Planning Development Management Committee (10am) Pre Application Forum (2pm)	3	4
5	6	7	8 Staff Governance Advisory Forum (10am)	9 Planning Development Management Committee (visits) (if required) 9.30am	10 Strategic Transformation Committee (2pm)	11
12	13	14	15	16	17	18
19	20 IN SERVICE DAY Council (10.30am)	21 <u>SCHOOL TERM STARTS</u> Licensing Committee (10am)	22	23 Public Protection Sub Committee (2pm)	24	25
26	27 OFFSHORE NORTH SEAS	28 OFFSHORE NORTH SEAS Integration Joint Board (10am Health Village)	29 OFFSHORE NORTH SEAS	30 OFFSHORE NORTH SEAS	31 Staff Governance Committee (2pm)	

2018

SEPTEMBER

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
						1
2	3 Elected Members Development Day	4 Licensing Board (10.30am)	5	6 Planning Development Management Committee (10am) Pre Application Forum (2pm)	7 Guildry & Mortifications Fund Committee (11am)	8
9	10	11 Operational Delivery Committee (2pm)	12	13 Planning Development Management Committee (visits) (if required) 9.30am Strategic Commissioning Committee (2pm)	14 Pensions Committee & Board (10.30am) Strategic Transformation Committee (2pm)	15
16	17	18	19	20 Policy & Resources Committee (2pm)	21 <u>SCHOOL HOLIDAY</u>	22
23	24 <u>SCHOOL HOLIDAY</u>	25	26	27 Audit, Risk and Scrutiny Committee (2pm)	28	29
30						

2018

OCTOBER

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
	1	2	3	4 Planning Development Management Committee (10am) Pre Application Forum (2pm)	5	6
7	8 Council (10.30am)	9 Integration Joint Board (10am Health Village)	10 Staff Governance Advisory Forum (10am)	11 Planning Development Management Committee (visits) (if required) 9.30am	12 <u>SCHOOL TERM ENDS</u> Strategic Transformation Committee (2pm)	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29 <u>SCHOOL TERM STARTS</u> Elected Members Development Day	30 Licensing Committee (10am)	31 Special Policy & Resources Committee (for quarterly accounts) (2pm)			

2018

NOVEMBER

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
				1 Public Protection Sub Committee (2pm)	2 Staff Governance Committee (2pm)	3
4	5	6 Operational Delivery Committee (2pm)	7	8 Planning Development Management Committee (10am) Pre Application Forum (2pm)	9 Strategic Transformation Committee (2pm)	10
11	12	13 Licensing Board (10.30am)	14	15 Planning Development Management Committee (visits) (if required) 9.30am Strategic Commissioning Committee (2pm)	16 <u>IN SERVICE DAY</u>	17
18	19	20	21	22 Policy & Resources Committee (2pm)	23	24
25	26	27	28	29	30 Pensions Committee & Board (10.30am)	

2018

DECEMBER

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
						1
2	3	4 Audit, Risk and Scrutiny Committee (2pm)	5	6 Planning Development Management Committee (10am) Pre Application Forum (2pm)	7	8
9	10 Elected Members Development Day	11 Licensing Committee (10am) Integration Joint Board (10am Health Village)	12	13 Planning Development Management Committee (visits) (if required) 9.30am	14 Strategic Transformation Committee (2pm)	15
16	17 Council (10.30am)	18	19	20	21 <u>SCHOOL TERM ENDS</u>	22
23	24	25	26	27	28	29
30	31					

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COMMITTEE	Council
DATE	11 December, 2017
REPORT TITLE	2018 Review of UK Parliamentary Constituencies
REPORT NUMBER	CG/17/149
HEAD OF SERVICE	Fraser Bell
REPORT AUTHOR	Roderick MacBeath

1. PURPOSE OF REPORT:-

- 1.1 This report invites Council to consider a formal response to final consultation by the Boundary Commission for Scotland on its revised proposals as part of the 2018 UK Review of Parliamentary Constituencies.

2. RECOMMENDATION(S)

- 2.1 Council is recommended to consider submitting a formal response to consultation.

3. BACKGROUND

- 3.1 The review of UK Parliamentary Constituencies was announced in February 2016, in terms of the Parliamentary Constituencies Act 1986. This reduced the number of Scottish constituencies from 59 to 53. The electoral quota for a UK constituency is 74,769.2 (i.e. the average number of electors per constituency). Each mainland constituency must be within 5% either way of this figure, giving a range of 71,031 to 78,507.
- 3.2 The Boundary Commission for Scotland published its initial proposals for Aberdeen on 20 October, 2016. Both constituencies combined followed the City Council boundary; Aberdeen North comprised 75,791 electors and Aberdeen South, 74,444.
- 3.3 On 17 October, 2017 The Commission published its revised proposals, inviting responses by a deadline of 11 December, 2017 (the date of this Council meeting). Aberdeen North now included Balmedie, Belhelvie and Potterton, thereby increasing the number of electors to 77,677. Aberdeen South included Drumoak, giving a total of 77,106 electors. In addition, there was a minor boundary change proposed between the two constituencies along Westburn Road.

- 3.4 Once the review is completed, the Boundary Commission for Scotland will report to the Secretary of State for Scotland in September, 2018. The Secretary of State is responsible for laying the report before the UK Parliament. Once all four Boundary Commissions have reported, Ministers will be responsible for submitting a draft Order in Council giving effect to the recommendations of the reports. After completing the legislative process, the revised boundaries would be effective from the next General Election.
- 3.5 Reviews require reports every five years, so the next review would report in 2023.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications arising from the proposal. Any additional costs incurred during a General Election will be recouped from the Government.

5. LEGAL IMPLICATIONS

- 5.1 The proposed boundary changes are a result of the requirements of the Parliamentary Constituencies Act 1986.

6. MANAGEMENT OF RISK

- 6.1 Financial – there are no financial risks associated with the Boundary changes
- 6.2 Employee – given the increased size of the constituencies as proposed, there will be a need for additional staff to cover the new polling stations. This is unlikely to be an issue and staff in the Election Unit will be aware of the risk and always have back up staff at election times.
- 6.3 Customer / citizen – there will be no risks arising from any boundary changes. The Council will be responsible for designating polling places in Aberdeenshire which could result in changes at certain times, but this will be managed by the Elections Unit.
- 6.4 Environmental – there are no environmental risks arising from the report. The Council would require to make arrangements to transport ballot boxes from Aberdeenshire to the count but this would have no significant impact.
- 6.5 Technological – there are no technological risks arising from the report.
- 6.6 Legal – there will be no legal risks arising from the proposed changes given that the changes are required by legislation. Should any error be identified in the Commission's recommendations, the enacting Order can modify them.
- 6.7 Reputational – there will be no reputational risks arising from implementing any changes which legislation may require.

7. IMPACT SECTION

- 7.1 **Economy** – The proposals should have no impact on the economy of the City.
- 7.2 **People** – The proposals will have no impact on the people of the City, other than to the extent that those who were previously City residents but voted in the Gordon Constituency would now be in Aberdeen North. Conversely, residents in Aberdeenshire will be voting in Aberdeen constituencies should the changes be enacted.
- 7.3 **Place** – The proposals will only affect place to the extent that, should the constituency boundaries be enacted, they will not match the City boundaries, which may cause confusion to some, particularly those resident in Aberdeenshire. However, as noted above, electors in the current Gordon Constituency would now be voting in a City constituency.
- 7.4 **Technology** – there will be no impact on technology arising from the proposals.

8. BACKGROUND PAPERS

- 8.1 There are no background papers used other than those issued for consultative purposes by the Boundary Commission for Scotland and on their website.

9. APPENDICES

- 9.1 There are none.

10. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	11 th December 2017
REPORT TITLE	Fairer Aberdeen Fund Annual Report 2016-17
REPORT NUMBER	CHI/17/278
DIRECTOR	Bernadette Marjoram, Interim Director
REPORT AUTHOR	Susan Thoms, Programme Coordinator

1. PURPOSE OF REPORT

- 1.1 To provide Members with the Annual Report 2016-17 for the Fairer Aberdeen Fund programme.

2. RECOMMENDATION(S)

- 2.1 The Council is asked to:
- a) Note the Annual Report for 2016-17, at Appendix 1 and instruct the Interim Director to report the Council's feedback to the Fairer Aberdeen Board as appropriate.
 - b) Note that the Fairer Aberdeen Board will be carrying out a further Participatory Budgeting event during 2017-18.

3. BACKGROUND/MAIN ISSUES

- 3.1 The Finance, Policy and Resources Committee of 12th November 2009 agreed that half yearly updates should be provided for the Corporate Performance and Policy Committee on the outcomes achieved through the investment in Fairer Aberdeen Fund. Following agreement in 2013 that the Council would oversee the community planning process, these updates now come to this meeting for approval. At its meeting of 21st June 2017 the Council agreed that Annual Reports would continue to come to this meeting and 6 month reports would take the form of a service update. This report includes the Annual Report for 2016-17 at Appendix 1.
- 3.2 The Annual Report details how the Fund was used and the impact it had during 2016-17. £1,625,000 was allocated by Council to the Fairer Aberdeen Fund, to be dispersed by the Fairer Aberdeen Board, to support work in priority areas and across the City with vulnerable groups and individuals. Funding was awarded to 45 projects within the main programme, as well as a Community Support Fund to support community engagement, an Employment Support Fund to support costs associated with getting people back into work, and a Participatory Budgeting event. Funding was also received from the Community Choices Fund and Aberdeen City Health and Social Care Partnership to support the PB event. Grants ranged from £200 to £158,000 in value. Some of the achievements are summarised here:

- 3.3 Over 25,000 people were involved in, or benefited from, funded initiatives, 5,000 of them were under 16 years old. Over 1,070 volunteers contributed 134,713 hours of volunteering time, worth £1.9m. (Volunteering is generally valued as the average hourly pay rate in the area, in Aberdeen this was £13.73. (Office of National Statistics, the Annual Survey of Hours and Earnings (ASHE)).
- 3.4 2,883 people received money advice or income maximisation advice, with a total financial gain of £3,031,494, an average of £1,051 per person.
- 3.5 3,319 affordable loans, totalling £2,235,714, were provided by the credit unions.
- 3.6 405 tons of free food was distributed, the equivalent of 81,000 food parcels or 964,285 meals.
- 3.7 314 people moved into work. 14 access centres in areas of high unemployment offered weekly employment support drop in sessions. 137 young people were involved in activities designed to increase their opportunities to move into positive destinations, and 75 young people moved onto employment, education or training.
- 3.8 63 Community Food Outlets operated in local communities, 35 of them in Sheltered Housing complexes, and free food was distributed to 124 organisations through FareShare.
- 3.9 573 people accessed 4,995 sessions of mental health counselling provision, 200 of them were under 16 years old, and counselling was provided in 7 regeneration neighbourhoods.
- 3.10 Home-Start supported 30 families in regeneration areas and 6 of these families no longer require social work support. 172 volunteers provided hot meals, laundry and showering facilities for rough sleepers at Street Alternative sessions run 4 times a week by Aberdeen Cyrenians.
- 3.11 2,005 people participated in activities and services provided in Community Projects and Flats. Cummings Park, Seaton and Tillydrone Community Flats are wholly funded by Fairer Aberdeen, and a number of organisations use these venues to deliver services within the areas. The number of attendances to use their facilities including phone, computers, making enquiries and getting information totalled 14,993.
- 3.12 Police Scotland Operation Begonia provided 1,144 hours of additional police patrols engaging with sex workers, reducing numbers of calls to the Police regarding on street prostitution in the City Centre and Seaton.
- 3.13 428 people participated in Adult Learning activities and 136 people were involved in producing community media. 6 hour-long programmes, representing key issues and news from the regeneration areas, were produced and broadcast weekly by members of the local communities. Community magazines were produced and distributed 3 times a year in 7 regeneration areas. Volunteers contributed over 18,000 hours producing community media at SHMU. 91 young people were involved in producing youth media, 22 of them secured a Saltire Award and 10 moved on to employment.
- 3.14 231 young parents took part in classes to promote positive parenting including cooking, first aid and support with financial issues

- 3.15 149 older people registered as new learners with Silver City Surfers to learn IT skills and how to use the internet. Beneficiaries included people with disabilities, sensory impairments and dementia.
- 3.16 The Fairer Aberdeen Board agreed to allocate £10,000 to undertake a participatory budgeting exercise during 2016-17. Participatory budgeting (PB) is recognised internationally as a way for local people to have a direct say in how, and where, public funds can be used to address local needs. PB originated in Porto Alegre, Brazil in the late 1980s and has since spread to over 1,500 localities around the world. It was born from a desire to reallocate public money locally and democratically to where it was needed most. When PB is adopted its use can be very important in helping individuals feel connected to each other and to their communities and can instil a sense of ownership, trust and connectivity.
- 3.17 The Scottish Government supports PB as a tool for community engagement which sits alongside the objectives of the Community Empowerment (Scotland) Act 2015. An additional £10,000 was awarded to match the Fairer Aberdeen funding from the Community Choices Fund, and consultancy from PB Partners was available to support the process. An additional £5,000 was contributed by the Aberdeen Integrated Health and Social Care Partnership.
- 3.18 The Fairer Aberdeen Board established a PB steering group of community representatives and partners supported by the Coordinator and Development Officer to plan the process, and the PB event took place in October 2016. 60 people attended the event including the Scottish Government Minister for Communities and Housing, and the event was opened and awards presented by the Council Leader. 25 residents of the Froghall, Powis and Sunnybank area attended and were eligible to vote. There were 22 applications received and 12 projects were successful in securing funding. 24 feedback forms were received from voters who attended, the feedback was positive with respondents feeling more able to influence decisions, and that PB was a fair way to allocate funding.
- 3.19 The Fairer Aberdeen Board will be holding another PB event in March 2018, covering the George Street, Castlehill & Pittodrie and City Centre areas. The areas chosen reflect the desire of the Fairer Aberdeen Board to allocate funding to neighbourhoods with pockets of deprivation but outwith the priority areas that usually receive funding.

4. FINANCIAL IMPLICATIONS

- 4.1 The Fairer Aberdeen Fund is allocated by Aberdeen City Council, and is aimed at tackling poverty and deprivation; supporting partners to work together to tackle area-based and individual poverty; and to help more people access and sustain employment opportunities. Funding supports initiatives and services for the most disadvantaged communities and vulnerable people across the City.
- 4.2 In 2016-17 the Council agreed a sum of £1.625m to be managed by the Fairer Aberdeen Board on behalf of Community Planning Aberdeen. The same sum was agreed for 2017-18.
- 4.3 An application process is in place to ensure funding is allocated to appropriate programmes and projects. Organisations funded by the Fairer Aberdeen Board are required to meet specific terms and conditions and comply with State Aid regulations, where required, and to comply with "Following the Public Pound " financial guidance.

5. LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications arising from the recommendations of this report.

6. MANAGEMENT OF RISK

6.1 Financial

- 6.1.1 Failure to continue to address the needs of Aberdeen's most disadvantaged communities would have a detrimental effect for the individuals and communities involved and potentially increased costs in the long term for public services. Supporting people into employment, maximizing people's income, providing early intervention in relation to education and health is not only a better outcome for individuals but reduces the costs involved in responding to the effects of poverty in the long run.

6.2 Employee

None

6.3 Customer / citizen

- 6.3.1 Over 25,000 people benefitted from funded initiatives through the year. Many of the initiatives provide services that are preventative and addressing inequalities within the City, however there is an increasing need for support for people in crisis situations which is also being delivered for some of our most vulnerable citizens.

6.4 Environmental

None

6.5 Technological

None

6.6 Legal

None

6.7 Reputational

- 6.7.1 Many of the funded projects are valued and appreciated within local communities for the support they provide residents and the positive impact they have. Over 26,000 beneficiaries and volunteers would be negatively impacted, and services significantly reduced, if funding was unavailable.

7. IMPACT SECTION

7.1 Economy

- 7.1.1 The initiatives and programmes being funded support frontline services that are provided by the Council, Community, Voluntary and other public sector partners with 90% of the fund allocated to voluntary and community organisations. The Fairer

Aberdeen Board takes a participatory approach to allocating funding, with the majority of the Board being made up of community representatives, with knowledge of the regeneration areas.

- 7.1.2 The Board regularly monitors the programme to ensure there is no duplication of provision and will continue to review projects as necessary and appropriate.

7.2 People

- 7.2.1 The main purpose for the fund is targeting disadvantaged communities and vulnerable groups and individuals. The Fairer Aberdeen Board has agreed the following outcomes:

- Maximising income
- Getting people into work
- Improving mental health and well being
- Building stronger safer communities
- Increasing skills and creativity

- 7.2.2 The Fairer Aberdeen Fund also contributes to a wide range of objectives contained within the Councils policy statement for 2012-2017, 'Aberdeen –the Smarter City' in relation to "challenging inequalities wherever they exist and bringing our communities closer together."

- 7.2.3 Fairer Aberdeen initiatives also contribute to the delivery of the Council's Anti-Poverty Strategy and have an important role in responding to Welfare Reform changes.

- 7.2.4 Fairer Aberdeen initiatives also contribute to the Locality Plans developed for the priority neighbourhoods.

- 7.2.5 The Fairer Aberdeen Board represents a partnership, participatory approach, comprising of the Chair of Community Planning Aberdeen, three Aberdeen City Elected Members, one representative from Aberdeen Council for Voluntary Organisations, one representative from NHS Grampian, one representative from Police Scotland, seven representatives from priority regeneration areas (appointed through the Regeneration Matters Group), and three representatives from the Aberdeen Civic Forum.

7.3 Place

- 7.3.1 The Fairer Aberdeen Fund plays an important part in providing services that tackle poverty and contribute to improving wellbeing for the city's most disadvantaged communities and vulnerable individuals. The programme responds to locally identified issues and addresses unemployment, providing financial inclusion services, improving health and literacies and enabling more sustainable and safer communities.

8. BACKGROUND PAPERS

Funded initiatives provide 6 monthly and annual monitoring reports which are used to produce this report.

9. APPENDICES

Appendix 1 - Fairer Aberdeen Annual Report 2016-17

10. REPORT AUTHOR DETAILS

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Fairer Aberdeen Fund Annual Report 2016-17



FAIRER ABERDEEN PRIORITY THEMES AND KEY ACTIONS

MAXIMISING INCOME

Provide access to affordable financial services and products and coordinated provision of quality advice and information services

GETTING PEOPLE INTO WORK

Access to support and skills needed to return to work, including initial engagement, personal development activity and in work support

IMPROVING HEALTH & WELLBEING

Reduce health inequalities; improve mental health and wellbeing; and increase access to affordable healthy food

BUILDING STRONGER COMMUNITIES

Improve access to services in regeneration areas and support community involvement and participation

INCREASING SKILLS AND CREATIVITY

Support learning and creative opportunities, improve literacy and encourage volunteering

25,778

people
supported

£1.625m

invested

45

funded
projects

1070

volunteers

134,713

hours of
volunteering
time

£1.85m

value of
volunteering



COMMUNITY ENGAGEMENT



“Being on the Fairer Aberdeen Board is an important role; it involves a lot of money and has a big impact on the City. We need to represent our own communities but also see the bigger picture.”



Regeneration Matters is a forum of community representatives from all the regeneration and priority neighbourhoods in Aberdeen City who have been meeting since November 2006 and are active in identifying and addressing issues around poverty and deprivation. The group meets monthly and as well as discussions on particular issues they also have the opportunity to share information about each of their neighbourhoods and feedback on any meetings or conferences they have attended.

Regeneration Matters also manage the Community Support Fund on behalf of the Fairer Aberdeen Board, to support communications, training, community capacity building and community involvement in regeneration. Over the year this funded printing and delivery costs for community magazines in 7 of the regeneration areas, Fersands Youth Work research, promoting Torry Older People's Network, Reiki training, Cummings Park Flat open day and promotional material for NUART Aberdeen, the street art festival.

Regeneration Matters elect 7 of its members to act as community representatives on the Fairer Aberdeen Board, alongside 3 representatives from the Civic Forum.

PARTICIPATORY BUDGETING



Funding was allocated to undertake a Participatory Budgeting (PB) process, which is a way for local people to have a direct say in how funds can be used to address local needs. A successful funding bid to the Community Choices Fund, and an additional contribution from Aberdeen City Health and Social Care Partnership meant a total of £25,000 was available.

A steering group was set up to organise the event, made up of community representatives and partner organisations. It was decided to hold the event in Froghall, Powis, and Sunnybank, as this is an area with pockets of deprivation that doesn't usually benefit from funding directed at priority neighbourhoods.

The voting day was held on the 29th of October at Sunnybank School. 60 people attended and 25 were eligible to vote. Of the 20 proposals that went through to the voting stage 12 were successful in receiving enough votes to be awarded funding, these were:

Sunnybank Improvements, Friends of Sunnybank Park
Cycle Repairs @Man shed, Froghall Community Centre
Froghall Community Garden, Froghall Community Centre
Graffiti Art Work, Froghall Community Centre
Lily Pad Coffee Shop, Froghall Community Centre
Community Café, Powis Community Centre
Community Centre Decorating, Powis Community Centre
Community Games Room, Powis Community Centre
Community Centre Decorating, Powis Community Centre
Ping Pong Powis, Powis Residents Group
Tooled Up – Powis in Bloom, Powis Residents Group
Get Fit Outside, Sunnybank Community Centre
Wheels Are Fun, Sunnybank Community Centre

“

It gives people the chance to directly influence how funding is allocated.”



The Fairer Aberdeen Fund is allocated by Aberdeen City Council to tackle poverty and deprivation. The Fund is dispersed and managed by the Fairer Aberdeen Board, a sub group of the Community Planning Partnership, made up of representatives from the regeneration areas, the Civic Forum, the Council, NHS Grampian, Police Scotland and ACVO (Aberdeen Council of Voluntary Organisations). In 2016-17 funding of £1,650,000 was made available to support work in regeneration areas and across the City with vulnerable groups and individuals, fitting with the main priorities decided by the Board.

Funding was awarded to 45 projects within the main programme, as well as a Community Support Fund to support community engagement, an Employment Support Fund to support costs associated with getting people back into work, and a Participatory Budgeting event.

Grants ranged from £200 to £158,000 in value. A total of 25,778 people were involved in, or benefited from, funded initiatives, 4,995 of them were under 16 years old. 1,070 volunteers contributed 134,713 hours of volunteering time with a value of almost £1.9m*, more than doubling the value of the Fund.

*Volunteering time is generally valued as the average hourly pay rate in the area, in Aberdeen this was £13.73. (Office of National Statistics, the Annual Survey of Hours and Earnings (ASHE))



The Fund focuses on neighbourhoods that fall within the most deprived 0-15% in Scotland, according to the Scottish Index of Multiple Deprivation, as well as supporting vulnerable groups and individuals across the City.

PRIORITY NEIGHBOURHOODS

Cummings Park

Middlefield

Northfield

Seaton

Tillydrone

Torry

Woodside

PRIORITY GROUPS

People living in poverty

Lone parents and families with children

Unemployed people

Children and young people

People with health issues

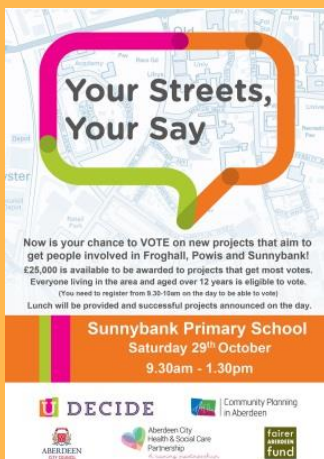
Older people

Minority groups with an identified need



“PB is community empowerment at its best.”

Jenny Laing, Council Leader



“Overall, a great success; feedback from those participating was very positive, and even with slightly lower numbers than expected, there was a real buzz at the event with people networking and interacting enthusiastically. It was great to see the Minister for Communities and Housing, as well as the Council Leader attending.”

Alan Budge, PB Partners

MAXIMISING INCOME

AIMS | Provide access to affordable financial services and products and coordinated provision of quality advice and information

2,883 people received money advice or income maximisation advice, with a total financial gain of £3,031,494, an average of £1,051 per person

5,982 adults and 2,393 juniors saved with credit unions, depositing £1,103,978 in savings and 3,319 affordable loans totalling £2,235,714

405 tonnes of free Fareshare produce distributed, the equivalent of 81,000 food parcels or 964,285 meals

1,454 referrals to the Cash in Your Pocket database, which supports people to access the financial inclusion support they need

3,111 food bank beneficiaries signposted to other agencies for support



Food banks provide support and access to a range of services and advice as well as emergency food for those in crisis

The funded initiatives which contributed to these achievements through the year are:

Cash In Your Pocket (CIYP) acts as a central hub for the operation of its financial inclusion partners, delivering a one-stop referral system to allow access to the full range of organisations that can assist with financial inclusion issues, and coordinating provision.

Money Management for Women provides help and advice with money management, budgeting, benefits and debt, to women who are clients of Grampian Women's Aid.

Aberdeen Illness and Disability Advice Service offers confidential, independent and impartial financial advice to anyone affected by illness, disability or a long term health condition.

Food Poverty Action Aberdeen provides food for those in food poverty, as well as coordination and networking between organisations involved in food bank work. They also provide support to address issues around health and well-being, financial capability and employment.

Financial Capability at the Foodbank provides financial health-checks and budgeting advice, including welfare benefits advice, to beneficiaries using the CFINE Food Bank.

North East Scotland Credit Union (NESCU) and St Machar Credit Union improve access to affordable financial services and products and develop credit union membership, by

providing and promoting easy access savings accounts for adults and juniors and low cost loans within the community.

CAB Money Advice Outreach Project provides advice and information using community centres as drop-in centres and for appointments, assisting clients to maximise their income from welfare benefits and to reduce levels of debt.

Care and Repair provides advice and financial assistance to older people and people with disabilities, to maximise household income and raise charitable funding on behalf of individuals to carry out repairs, improvements and adaptations to the home.

19,073 people benefited and a total of 351 volunteers contributed 84,247 hours of volunteer time

"Pauline was unexpectedly admitted to hospital. Prior to hospital admission, she worked part-time, receiving Working Tax Credits. Pauline lived in a 3rd floor council flat with her 3 children aged 14, 9 and 7. Told by her employer she was not entitled to sick pay. Pauline was extremely worried about her rent and how she was going to manage on a reduced income. Physically she was unable to manage the stairs to her flat, causing delay with hospital discharge.

After picking up a CIYP leaflet, available in the ward, Pauline decided to contact CIYP for help.

On receiving the referral, CIYP immediately made onward referrals to both Aberdeen Illness and Disability Advice Service (AIDAS) and the Disabled Persons Housing Service to provide help with benefits and housing.

Pauline was visited in hospital 4 days later. Claim forms for Employment & Support Allowance (ESA) and Housing Benefit were completed and steps taken to advise HMRC of the change in circumstances. ESA of £73.10 per week was awarded, along with full Housing Benefit.

Within one week of discharge from hospital, Pauline was re-housed and able to move into a ground floor flat, suitable for the needs of herself and her family."

Cash In Your Pocket

"Now that I don't have financial worries on top of my worries about my health I can concentrate on getting well again."

Client A visited the food bank and became very hostile when asked if he needed help. He had negative experiences dealing with the authorities and felt the world was against him. The questions they were asking seemed to him to be intrusive and not relevant to helping him. He had missed a medical appointment with the DWP and was at risk of losing his benefits.

Often people will be worked up emotionally, feeling they have to fight the system. Sometimes a cup of tea and a chat gets the problems out in the open and we can explain we are independent and here to help. Empathy goes a long way.

After various long phone calls I succeeded in getting his benefits reinstated and getting him the health care he needed. After becoming exposed to drugs in the hostel I contacted his housing officer and expressed my concern. That day he was moved into his own property and we helped him get furniture and other items to build his new home.

He still comes to visit me and I'm happy to see the improvement in his mental health. He has a foundation to build his life on now.

FINANCIAL CAPABILITY AT THE FOOD BANK

FOOD POVERTY ACTION ABERDEEN



"There has been consistently high demand for emergency food across the City. The partnership has continued to grow and expand both in terms of membership and distribution, with currently 63 members. CFINE's food bank distributed over 10,000 food parcels last year, with 1,100 distributed in May 2016 alone.

The amount of FareShare produce made available across Aberdeen has increased in the last year. 405 tonnes, equivalent to 964,285 meals, was generated over the period, and was distributed to community organisations and charities in regeneration areas and other disadvantaged, vulnerable, low income groups. Based on a modest estimate of 1kg = £3 the value of the produce was £1,417,500.

CFINE continues to support a small army of volunteers from many different backgrounds, with differing needs, talents and abilities. Volunteers are the back-bone of CFINE, over 250 have given their time and energy in the last year, including adults with learning difficulties, young people, long term unemployed, and people with mental health issues. The benefits of volunteering in a supportive, person-centred environment contribute to social inclusion and employability, with access to other services such as financial capability advice, food hygiene and first aid training, and cooking classes."

GETTING PEOPLE INTO WORK

AIMS | Access to support and skills needed to return to work, including initial engagement, personal development activity and in work support

14 access centres in areas of high unemployment offered weekly employment support drop in sessions

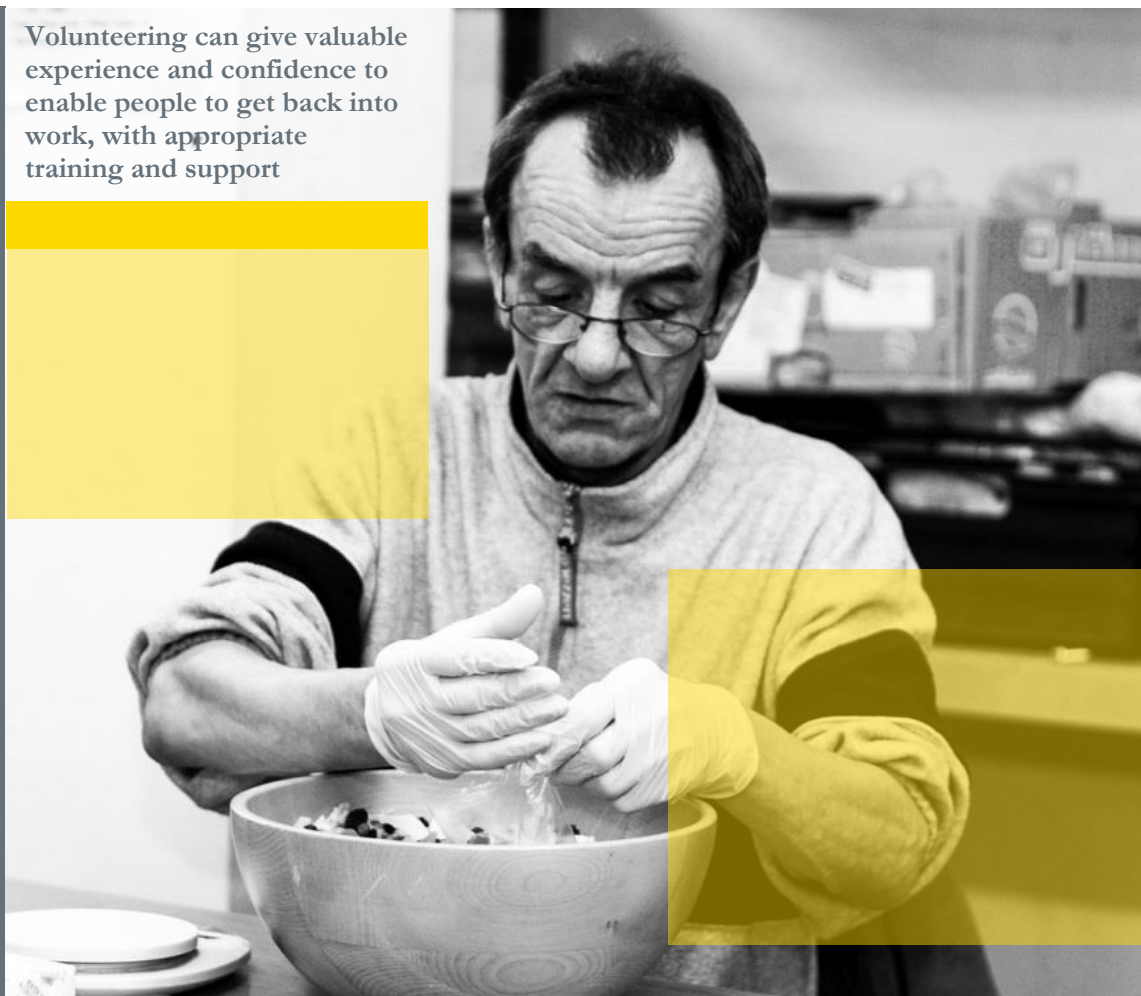
314 people moved into work

Over 100 people accessed a support fund to help overcome financial barriers, providing clothing for interviews, transport, training and qualifications

137 young people were involved in activities designed to increase their opportunities to move into positive destinations

75 young people moved onto employment, education or training

Volunteering can give valuable experience and confidence to enable people to get back into work, with appropriate training and support



The funded initiatives which contributed to these achievements through the year are:

Pathways supports residents of regeneration/ priority areas into employment by providing tailored support for people from the first stages of job seeking through to securing and maintaining employment. They identify and encourage participation of hard to reach residents in priority areas through weekly drop-ins, work clubs, established links with partner agencies and individually tailored one to one Keyworker support.

shmuTRAIN (Station House Media Unit) offers comprehensive employability support and skills

development training to young people aged 14-19, using community & digital media to engage young people, increase motivation and develop core skills such as confidence, communication and team work, and to support young people to move on to a positive destination.

Prince's Trust Team Programme provides a 12 week personal, social and employability skills development programme for participants aged 16-25 who are disadvantaged, with a high proportion having complex needs including offending behaviour, drug

and alcohol issues, behavioural issues, problems with literacy, numeracy, mental health and homelessness.

NESS (North East Sensory Services) Employment Service provides an employment service to blind, visually impaired, deaf or hard of hearing people who live in Aberdeen City. They provide specialist support enabling people to access relevant employment, education and training opportunities and to sustain opportunities which have already been accessed.

746 participants were involved and 11 volunteers contributed 810 hours of volunteer time

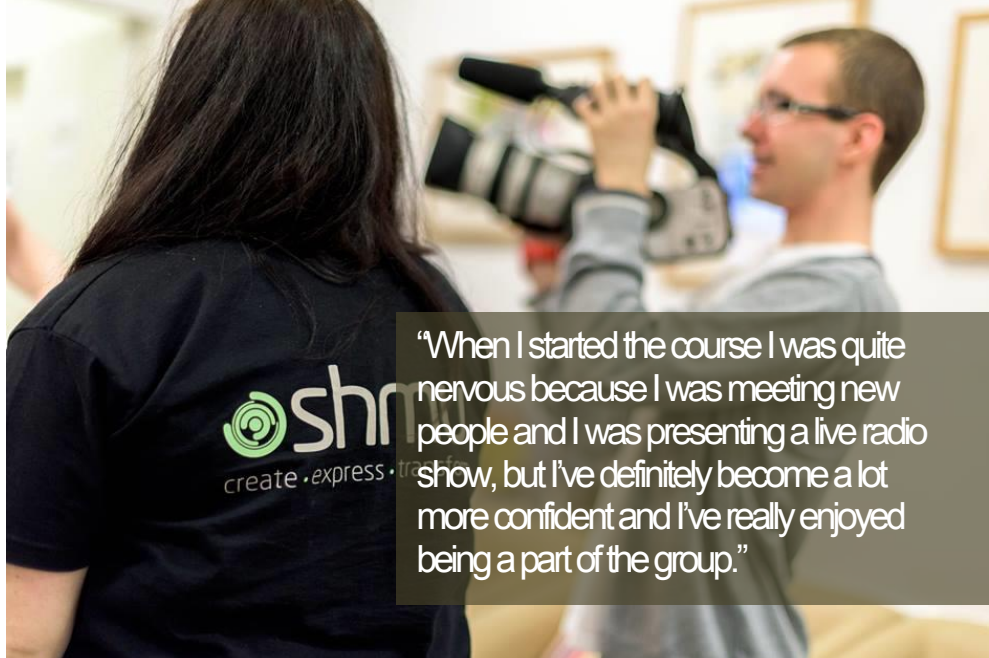


“Pathways helped me find the job I needed to suit my family situation.

This has made our lives better in more ways than one.”

Pathways client

shmutRAIN



“When I started the course I was quite nervous because I was meeting new people and I was presenting a live radio show, but I’ve definitely become a lot more confident and I’ve really enjoyed being a part of the group.”

“This funding has enabled shmu (Station House Media Unit) to continue to develop the 10-year, £2.4million initiative, that supports 14-19yr olds in Aberdeen who are in, or likely to fall into, the Opportunities for All/MCMC category to develop the skills they need to progress on to a positive destination. The project, in its eighth year, works with young people in the Early Interventions group (Senior Phase) and in the Positive Transitions group (16-19).

To date the project has now supported 288 pupils within Early Interventions and successfully helped 255 pupils move on to positive destinations (89% success rate), and 254 trainees within Positive Transitions have been supported with 217 moving on to positive destinations (85% success rate).

Across both strands, we have recorded an overall success rate of 87% of young people moving on to positive destinations over the eight years that the initiative has been operational.”

“NESS (North East Sensory Services) continues to offer the only specialist employment service to hearing impaired and Deaf people, as well as to visually impaired and blind people living in Aberdeen City.

Over the year 71 clients have received support, 2 of these moved into work and 26 were supported to retain work or look at alternative options.

This has, by far, been the most challenging period in the history of NESS Employment Project. The downturn in the oil industry in Aberdeen has impacted greatly on our clients, who are already facing significant barriers into work. There has been a distinct lack of jobs and people who were made redundant and displaced from the oil industry have accepted job roles they may not have normally taken up, meaning there are fewer opportunities available. The competition for available jobs has been greater than ever, making it particularly hard for our clients to successfully gain employment. The need for this service is possibly greater than it has ever been to date.”

**north east
sensory services**
achieving independence for blind & deaf people

**Newsletter
Spring 2016**



**Rio Carnival
themed
drummers
entertain at the
NESS Spring
Ball**

NESS

IMPROVING HEALTH AND WELLBEING

AIMS | Reduce health inequalities; improve mental health and wellbeing; and increase access to affordable healthy food

63 Community Food Outlets operated in local communities, 35 of them in Sheltered Housing complexes, and 405 tonnes of free food was distributed to 124 organisations through FareShare

30 families in regeneration areas were supported to prevent further crisis and family breakdown, and 6 families no longer required Social Work support

573 people accessed 4,995 sessions of counselling provision, 200 of them were under 16 years old, and counselling was provided in 7 regeneration areas

172 volunteers were recruited, trained and supported to provide meals, laundry and showering facilities to rough sleepers 4 times a week

43 vulnerable people took part in a recovery programme based on community involvement, personal development, wellbeing and employability skills



Tuk In aims to promote healthy eating and provide affordable food from surplus produce. On its first outing it helped deliver outreach youth work in Fersands, where soup and bananas were enjoyed on a chilly evening

The funded initiatives which contributed to these achievements through the year are:

Aberdeen Foyer Reach delivers personal, social, wellbeing and employability skills development programmes, aimed at participants who are in recovery from any long term condition e.g. substance misuse, mental illness or physical illness.

Befriend A Child provide accessible group activities for children involved in the Befriend A Child scheme.

Home-Start coordinate home visiting support to families identified as at risk and hard to reach, working to prevent further crisis and family breakdown.

CFINE (Community Food Initiatives North East) maintain and develop Community Food Outlets to provide healthy, affordable food and raise awareness of healthy cooking and eating.

Cyrenians Street Alternatives provides a volunteer led service offering practical support to people in Aberdeen City who are sleeping rough or who have no access to cooking or personal care facilities.

Healthy Roots maintain and develop the community-run Manor Park.

Mental Health Aberdeen and Pathways to Wellbeing provide locally based, easily accessible counselling services across all the regeneration areas,

Printfield Feel Good Project and Tillydrone Health & Well Being Project provide Complementary Health sessions to increase relaxation and wellbeing.

Seaton Recovery Project provides support to those recovering from alcohol/drug misuse and access to specialist support services

1,083 people benefited and 277 volunteers contributed 9,773 hours of volunteer time

"A Health Visitor referred the family, a young Mum and 2 year old child, after she had concerns about their isolation and the fact that Mum was in the care system growing up and had just moved from temporary accommodation into a permanent address. Volunteer support was put in place and she was the only person mum was interacting with. We managed to access a Me2 place for the child and that has been going well. Mum was very reluctant to engage with Speech and Language Therapists but with the support of her volunteer she was able to successfully do this and mum has been implementing the advice from them so that the child's speech has improved significantly. Mum and the volunteer have such a close relationship that when they both felt things had been achieved they were able to have a discussion about support ending as all the needs for this family have been achieved."

Home-Start



"I now feel confident in myself and don't believe I could have managed this without the help of ACIS Youth."

"Over the years we have given much data on how we feel this project has been evolving – instead it seemed more relevant to let some of the young people 'speak' to you on how they feel they benefit from ACIS Youth. So below are some comments written by young people themselves:

I have a new goal of meeting new people and not to worry about what people say about me.

Helped me work out my gender.

Helped me understand the relationships in my family.

A great service which has given me a judgement free outlet to express my feelings and concerns - also very adaptable and understanding of situations.

They've been amazing and helped me so much.

Fantastic, I felt supported throughout and it gave me relief and freedom to speak about anything.

It was wonderful and made me feel like I had a place I could go when I was upset.

It's been a place where I can talk without fear of being judged or criticised. Really liked the counsellor - she's very nice.

Excellent service, an amazing counsellor who has changed my life."

ABERDEEN CYRENIANIANS



"As in previous years, Street Alternatives opened every day over the festive period, including public holidays, to compensate for the gap in food services available in the City when other services close. With this extended service we are able to provide further opportunities for service users to access personal care facilities, seek assistance from an Advice, Information and Support worker; and get the benefit of regular social interaction with staff and volunteers they know, at a time where this can be especially crucial.

Extended service at Christmas can only happen with a huge increase of volunteer hours, new volunteers, and the extra coordination to make it all happen."

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BUILDING STRONGER COMMUNITIES

AIMS | Improve access to services in regeneration areas and support community involvement and participation

Community Flats in Cummings Park, Seaton and Tillydrone and Middlefield Youth Flat were funded and used by a number of organisations to deliver services within the areas

2,005 people participated in activities and services provided in Community Projects and Flats

14,993 attendances to use facilities in funded Community Flats including phone, computers, making enquiries and getting information

1,525 young people under 16 years old took part in activities

1,144 hours of additional police patrols engaging with sex workers reducing numbers of calls to the Police regarding on street prostitution in the City Centre and Seaton



Outreach Youth Work in Fersands

The funded initiatives which contributed to these achievements through the year are:

Cummings Park Community Flat, Printfield Community Project Tillydrone Community Flat and Seaton Community Flat provide resources for community activity; venues for a range of organisations that offer support, information and advice; and support community capacity building and adult learning.

Fersands Family Centre Family Support Worker and Twos Group provides a safe, welcoming and stimulating environment to deliver good quality play and learning experiences to encourage motivation, and enthusiastic learning.

Middlefield Youth Flat and Under 11s work supports young people, especially those with low self-esteem and lack of confidence.

Fersands Youth Work Support provides a wide range of youth work services to encourage young people to experience new activities, gain new skills, build relationships and learn about health issues, employment and other issues relevant to them.

Police Scotland Operation Begonia provides dedicated, directed patrols with the aim of tackling prostitution; by encountering, identifying and engaging with both on and off street sex industry workers.

SHMU Community Reintegration Support Service works with ex-offenders, following their release, to create strong, supportive community networks and develop effective community based multi-agency working.

Tillydrone ACT Attack provides drama classes as a means to help promote a sense of value, self-worth, and self-confidence in young people, and give them an appreciation of Arts, drama and music while having fun and enjoying themselves.

Aberdeen Lads Club Big Bang Drumming Group provides percussion workshops for young people, to create a performance band to enhance participants' confidence, self-esteem and social skills.

Choices Relationship Revolution delivers an early intervention programme to break the cycle of gender based violence and sexual exploitation and to raise awareness, challenge prejudice and stereotypes amongst young people.

3,014 participants were involved and 169 volunteers contributed 8,121 hours of volunteer time

“Local residents see the flat as a one stop advice shop and come in seeking help and advice for their problems. We refer to a great number of other agencies. Our free phone line really proves a lifeline for many residents. Residents phone about medical appointments, housing issues or benefit queries. This service has been used 382 times within the last year.

Pathways have been using the flat as a base to meet Seaton residents to help them with creating their CVs, job search and job applications, whilst also identifying training needs and helping with appropriate funding. Pathways have continued to support many Seaton residents back to work.”

STAR Flat, Seaton



“The younger ones have really enjoyed cooking, when we get food from CFINE they come up with recipes to use whatever we get.” *Middlefield Youth Flat*



COMMUNITY REINTEGRATION



“Within the prison setting, 63 prisoners have engaged personally with services to create media through radio and our prison magazine, sharing information with their peers within the prison.

MAP participants are now in our community post-release, and have media focussed skills and wish to ‘give something back’. We have eleven participants currently making music, creating radio and adding interviews to the prison based magazine to show what opportunities are available and encouraging their peers in the prison to become involved in new positive journeys of change themselves. We are really pleased that so many are continuing to engage in the community and giving something back positively.

To date, only two of the participants who are being supported by our CIS worker have been returned to serve further custodial sentences.”

INCREASING SKILLS AND CREATIVITY

AIMS | Support learning and creative opportunities, improve literacy and encourage volunteering

136 people were involved in producing community media, including 16 editions of community magazines in 7 regeneration areas, and weekly community radio programmes

91 young people were involved in producing youth media, 22 of them secured a Saltire Award and 10 moved on to employment

231 people took part in classes to promote positive parenting including cooking, first aid and support with financial issues

445 older people were supported to use technology and engage online and 150 learning sessions were delivered

598 young people under 16 years old took part in activities

shmu Community Media develops skills and builds community capacity



The funded initiatives which contributed to these achievements through the year are:

SHMU Connecting Communities Through Community Media supports the production of community media in regeneration areas, exploring and addressing local community issues and developing skills by providing training and support, developing opportunities for underrepresented voices to be heard across the city; creating a wide range of benefits for individuals and communities, fostering a spirit of engagement and partnership working; developing transferrable skills in participants; and contributing towards increased social capital.

SHMU Youth Media provides creative opportunities for young people (between the age of 12-19), primarily from the regeneration areas of Aberdeen, to train and take part in all aspects of the production of regular radio programmes

Silver City Surfers provide one to one computer tutoring for over 55s in the City Centre, and Northfield/Cummings Park areas, so they can confidently learn how to use the computer and surf the internet safely in a welcoming and social environment.

St Machar Parent Support Project Positive Lifestyles provides support to young parents, helping them identify issues and to engage with the relevant agencies before they reach crisis point, preventing future long term need for statutory services.

WEA Reach Out provides literacy opportunities for non-traditional learners, which are accessible and inclusive and appropriate to learner needs, offering flexible literacy programmes and routes to volunteering and employment.

1,862 participants were involved and 262 volunteers contributed 31,762 hours of volunteer time

"I knew nothing about computers when I came to Silver Surfers. The tutors are brilliant and I have learned a lot. I am elderly and I only wish I knew about the Surfers before. It has totally opened up a new interest for me. I only hope it continues for many years."

Silver City Surfers



ST MACHAR PARENT SUPPORT

"The mums have taken part in cooking sessions learning how to make cheap meals from scratch, making cheap soups and stews and puddings that they can do with their children."

Choices also came to meet with the women to speak about relationships and domestic violence and how they can access support if they ever find themselves in that situation.

Pathways have been valuable for our service users, helping them with CVs and looking for employment. We also refer to their counselling service, which is delivered within our building, so our clients find it easier to access.

We provide a crèche when there is a need for this, crèches are still key to allow the mums to participate in the group as it is breaking down the barriers preventing them from attending."

COMMUNITY NEWSLETTERS

seatonscene
Winter 2016



In this issue:

REGENERATION MATTERS
POCKET PARKS
FRIENDS OF SEATON PARK
OUR PLACE, OUR
PRIORITIES

www.abmu.org.uk/press

woodside
free press
Winter Edition 2016



Green Spaces in Fersands
Woodside
Woodside 125

Torry's Vision
Spring 2016



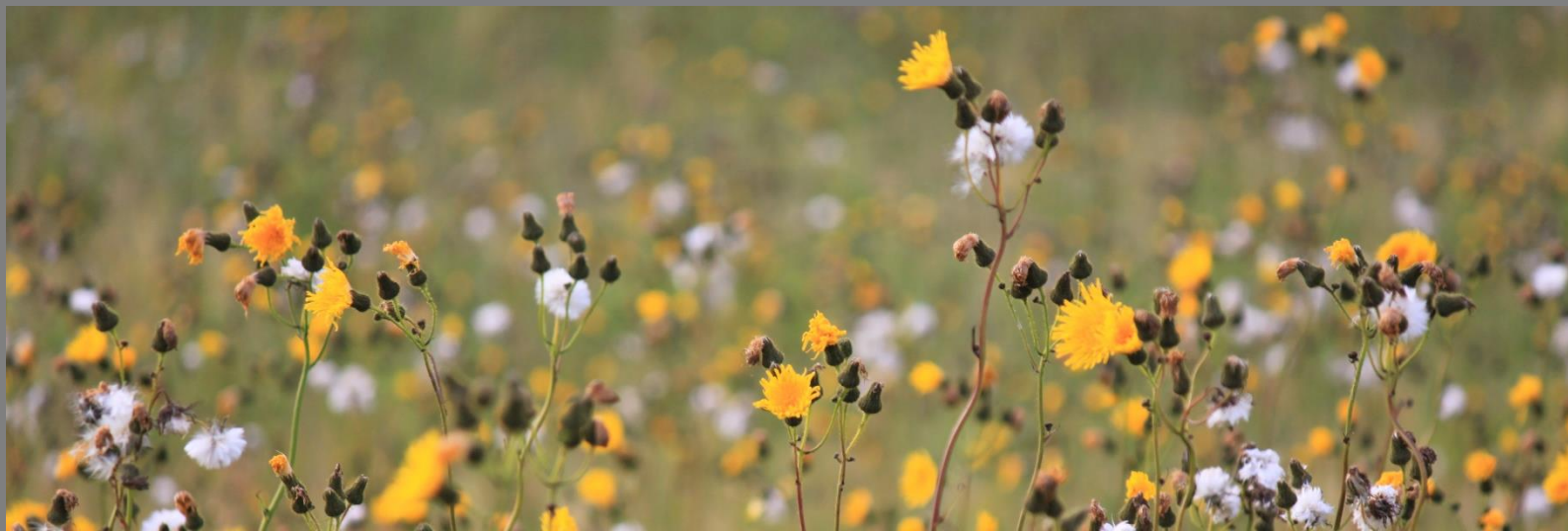
In this issue:

ABERDEEN HARBOUR
EXPANSION
PARTICIPATORY BUDGETING
TORRY SQUAD
PLAY MEMORIES OF TORRY
TORRY COMMUNITY COUNCIL

www.abmu.org.uk/press

The questions they were asking seemed to be intrusive to him and not relevant to his problems. He had missed a medical appointment with the DWP and was at risk of losing his benefit...

...after various long phone calls we succeeded in getting his benefits reinstated and getting him the health care he needed.



After becoming exposed to drugs in the hostel I contacted his housing officer and expressed my concern. That day he was moved into his own property and we helped him get furniture and other items to build his new home.

He still comes to visit me and I'm happy to see the improvement in his mental health. He has a foundation to build his life on now.

COMMITTEE	Council
DATE	11 December 2017
REPORT TITLE	Air Quality Low Emission Zones Update
REPORT NUMBER	CHI/17/277
DIRECTOR	Bernadette Marjoram
REPORT AUTHOR	Aileen Brodie

1. PURPOSE OF REPORT:-

To advise Council of progress in the development of a Low Emission Feasibility Study as instructed at the meeting of 21 June 2107 and inform Council of progress in the development of the national Low Emission Zone (LEZ) regime.

2. RECOMMENDATION(S)

That the Council agree:-

- a) To instruct the Interim Director of Communities, Housing and Infrastructure to continue to progress the Low Emission Feasibility Study in accordance with the methodology detailed in the Technical Guidance and prescribed timescales and continue to inform the Council of the study outcomes at prescribed stages of the assessment process; and
- b) To instruct the Interim Director of Communities, Housing and Infrastructure to inform the Council of the implications of any new legislation, national policy and guidance relating to Low Emission Zones (LEZs) and air quality as they are published.

3. BACKGROUND/MAIN ISSUES

3.1 Background

- 3.1.1 The Council report of 21 June 2017 described the national arrangement for the development of a Low Emission regime and the roles and responsibilities of local authorities and partner organisations. The report further explained the steps involved in the development of a Low Emission Feasibility Study for the 4 main cities and the initial work carried out within Aberdeen. This report describes the progress in the development of the Air Quality Model for Aberdeen to support the Low Emission Zone (LEZ) feasibility study and progress in the development of a national LEZ framework. Note that the specific instructions of the meeting of 21 June were:

- (i) To instruct the Interim Director of Communities, Housing and Infrastructure to carry out a Low Emission Feasibility Study in accordance with the methodology detailed in the Technical Guidance and prescribed timescales;
- (ii) To instruct officers to inform the Council of the study outcomes and recommendations at prescribed stages of the assessment process as detailed in the Technical Guidance;
- (iii) To note the 'Next Steps' section explaining the Feasibility Study process and role of the partner organisations;
- (iv) To instruct the Interim Director of Communities, Housing and Infrastructure to bring a report back to Council detailing the outcomes of the feasibility study with a view to members determining whether Aberdeen City Council should volunteer itself as an early adopter.

3.2 National LEZ Framework Progress

3.2.1 Actions to improve air quality featured prominently in the Government's Programme for Scotland 2017-18. Key commitments to be taken forward in the next year by the Scottish Government are to:

- Introduce a Low Emission Zone (LEZ) in one city by the end of next year – and work with local authorities to introduce LEZs in the other 3 biggest cities by 2020 and to all Air Quality Management Areas (AQMAs) by 2023.
- Introduce an Air Quality Fund to support local authorities with Air Quality Management Areas to deliver transport-based mitigation as identified by the National Low Emission Framework.
- Work with the commercial and bus sectors, the Energy Savings Trust and the Low Carbon Vehicle Partnership to introduce an Engine Retrofitting Centre for Scotland to support the delivery of LEZs, creating new jobs and with the goal of winning business from outside Scotland.

3.2.2 Glasgow City Council approved plans to introduce a LEZ at the Council meeting of 28 September 2017. The LEZ will initially focus on retrofitting older buses to improve emission performance, or to replace them with Euro VI models where possible. Air quality modelling in Glasgow commenced earlier than Aberdeen, Edinburgh and Dundee, hence the feasibility study is at a more advanced stage and enabled the announcement of the intention to introduce a LEZ.

3.2.3 The "Building Scotland's Low Emission Zones" consultation was launched on 6 September 2017 with a closing date of 28 November 2017. The consultation describes the proposed process to deliver a national approach that ensures robust implementation of LEZs. Key questions include views on the enforcement process, funding, classes of vehicles to include, exemptions, lead-in times and sunset periods for vehicle types. The consultation can be accessed via <https://consult.scotland.gov.uk/transport-scotland/building-scotlands-low-emission-zones>. A response will be submitted by the Council.

3.2.4 A Senior Council spokesperson from each of the 4 biggest cities has been invited to join a LEZ Leadership Group that is being created by the Scottish Government and ministerially chaired to support the implementation of LEZs. Eric Owens, Interim Head of Planning and Sustainable Development will represent Aberdeen and inform the Council of any key developments emerging from the Group. The Leadership

Group is in addition to and will support the Cleaner Air for Scotland (CAFS) Governance Group which considers the implementation of all measures within the CAFS strategy. Aberdeen City Council is also represented on the CAFS Governance Group.

3.3 Aberdeen Air Quality Model

3.3.1 Development of the Aberdeen air quality model by SEPA is progressing. Data from the March 2017 traffic count has now been uploaded to the model and compared with the 2012 count data. Initial observations of 12 hour flows suggests a reduction in traffic flows along stretches of road next to the Market Street, Union Street, King Street and Wellington Road monitoring stations. Table 1.1 indicates the change in 12 traffic flows adjacent to the monitoring stations.

- Table 1.1. Changes in 12 hour traffic flows at Continuous Monitoring Stations

Location	Vehicle Classification					
	Cars		HGVs		LGVs	
	2012	2017	2012	2017	2012	2017
Market St	18013	18166	4212	3168	3143	4224
Union St	8825	7853	1816	1633	1319	1443
King St	16180	12332	2635	2244	2219	2136
Wellington Rd	15634	13993	3550	2994	2461	3030

- HGV: Heavy Goods Vehicles
- LGV: Light Goods Vehicles

The following points are noted:

- There was a significant reduction in the number of cars on most major city streets, with the exception of Market Street where the number of cars was similar in 2012 and 2017
- On Union Street the number of buses was similar (1398 buses in 2012 compared to 1376 in 2017)
- On Market Street and Wellington Road the number of HGVs decreased significantly although there was an increase in LGVs.
- Pollution concentrations at the monitoring stations have significantly reduced over the last few years which may be explained in part by the reduced traffic flows and associated reduced congestion.
- The model has been further developed to include emissions from shipping. Initial observations indicate similar predictions to the 2011 Harbour study undertaken by AECOM. This study showed that, while shipping did contribute to the exceedance of the air quality objectives in limited areas close to the Harbour, road traffic was by far the greater source of the raised pollution levels.

3.3.2 The air quality data is now being used to source apportion the measured NO₂ (nitrogen dioxide) and PM₁₀ (particulate) levels to the various vehicle types. This is the first step in the feasibility study. The information will enable scenario testing to predict future concentrations from various potential interventions. It is anticipated the source apportioning work will be completed by the end of the year, and the scenario testing by early 2018.

3.4 Next Steps

- 3.4.1 Issues around resources both to local authorities and other stakeholders are still being considered nationally by the Scottish Government and partner organisations. Similarly guidance on the framework for key aspects such as the LEZ implementation process and enforcement regime is still being developed. Further updates on the implications for the Council will be provided once the outputs from the model scenario testing are available and national policies and processes are established.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications arising from the initial feasibility study actions using the air quality model other than staff time which can be met from existing resources. Potential other work streams including any health or economic appraisal, Business Case or stakeholder consultation process would require significant financial and staffing resources that cannot be met from existing Council budgets. These matters are being considered nationally by the Cleaner Air for Scotland (CAFS) working group. The role of local authorities in undertaking specific work streams and the support required is still under consideration. Transport Scotland is co-ordinating an assessment of potential costs to develop the infrastructure and enforcement regime for potential low emission schemes and will report on these costs to Scottish Ministers.
- 4.2 The economic impact of a low emission scheme, if implemented, could be significant depending on the nature of the scheme, location and vehicle classifications and will be assessed during the appraisal process. Estimated costs to develop a LEZ and provide the necessary infrastructure are £10M-£20M based on studies elsewhere in the UK. Further information on financial implications and the impact on services will also be reported to the Council in future reports. The potential economic impact on bus operators, haulage companies, business and the public would also require consideration.

5. LEGAL IMPLICATIONS

- 5.1 There are no legal implications in undertaking a low emission feasibility study. The legal implications of setting up and enforcing low emission zones in Scotland is likely to require new legislation and is being considered nationally by Transport Scotland and partners organisations. Legal implications to Aberdeen City Council will be dependent on whether a formally adopted low emission zone is adopted and the nature of any such enforcement regime. Further information on the legal implications will be reported to the Council should the feasibility study recommend the introduction of a low emission zone in Aberdeen. If Aberdeen is not adopted as a LEZ, Aberdeen City Council will still have a duty to meet the air quality objectives through the implementation of the measures Air Quality Action Plan 2011 and other Council initiatives such as the City Centre Master Plan.

6. MANAGEMENT OF RISK

6.1 Financial

- 6.1.1 There are no financial risks associated with the feasibility study. Financial risks may arise should the Scottish Government recommend the implementation of a LEZ in Aberdeen. These risks would be determined by the nature, size and location of the LEZ and enforcement regime and cannot be currently quantified; however, the

Scottish Government is committed to providing the resources it considers necessary to meet EU legal obligations to comply with the air quality objectives.

Risk: Low

6.2 Employee

- 6.2.1 Initial stages of the feasibility study can be accommodated by existing staff resources and risks are low. Complex economic, health and Strategic Assessment Guidance assessments would require additional resources. Transport Scotland and partner organisations are assessing the potential local authority resource required and delivery options. Risks are generally low provided the Scottish Government and partner organisations provide the necessary personnel/consultant resource to manage the process, however Council employee involvement will still be necessary to direct and support any project.

Risk: Medium

6.3 Customer/citizen

- 6.3.1 There are no risks associated with the feasibility study. Potential risks to citizens could arise should it be necessary to introduce a LEZ that includes restrictions on older diesel cars. The management of these risks would be considered during a public consultation process.

Risk: Low

6.4 Environment

- 6.4.1 There are no environmental risks. Measures to improve air quality will provide wider environmental benefits through reduced CO2 emissions and reduced damage to vegetation and ecosystems.

Risk: Low

6.5 Technology

- 6.5.1 The air quality model to support the feasibility process is via established technology and the risk of system failure is low. Potential technology risks could arise should a camera based enforcement regime be implemented. These risks will be specified in future reports should a LEZ be introduced.

Risk: Low

6.6 Legal

- 6.6.1 Member states have a legal duty to comply with EU air quality objectives. The legal implications of setting up and enforcing low emission zones in Scotland is likely to require new legislation and is being considered nationally by Transport Scotland and partner organisations. The implication of any new legislation will be monitored in order to understand the impact on Aberdeen City Council at the earliest opportunity.

Risk: Low

6.7 Reputational

- 6.7.1 There are no risks associated with the feasibility study.

Risk: Low

7. IMPACT SECTION

- 7.1 There are no direct impacts from undertaking a low emission feasibility study. Although the focus of a LEZ is to reduce pollutants that are harmful to health, the

upgrade of vehicle fleets would potentially also reduce CO2 emissions and support Empowering Aberdeen.

7.2 Economy

- 7.2.1 There are no direct economic impacts from undertaking a low emission feasibility study. The adoption of a low emission zone, if recommended by the feasibility study, would support the local economy by potentially reducing traffic and providing a more attractive environment to live, work and visit. However, the potential economic impact on haulage companies, bus operators and other businesses that could be adversely effected would require consideration.

7.3 People

- 7.3.1 There are no impacts on people from undertaking a low emission feasibility study. The adoption of a low emission zone and associated air quality improvements would provide short and long term health benefits to people living in Aberdeen. Improved air quality provides greatest benefit to vulnerable people, particularly the elderly, young children and those who already suffer pulmonary or cardiovascular illness. A public consultation process will be undertaken should a low emission zone be recommended.

7.4 Place

- 7.4.1 Improved air quality provides a more attractive environment to invest, live and visit. Depending on the location and vehicle classifications included, a LEZ has the potential to reduce vehicle numbers and congestion, complementing the objectives of the City Centre Masterplan and Smarter Cities to provide a people friendly City Centre.

7.5 Technology

- 7.5.1 The air quality model will enhance pollution information available across the city and enable the assessment of air quality impacts of proposed road infrastructure or planning developments. Transport Scotland is also exploring methodologies that could be used to link air quality and traffic models to enable the impact of traffic displacement from LEZs to be assessed as part of the feasibility study process.

8. BACKGROUND PAPERS

Building Scotland Low Emission Zones, A Consultation, Transport Scotland September 2017 (<https://consult.scotland.gov.uk/transport-scotland/building-scotlands-low-emission-zones>)

Cleaner Air For Scotland – the Road to a Healthier Future, Scottish Government, 2015 (www.scottishairquality.co.uk/air-quality/CAFS)

Aberdeen City Council Air Quality Progress Report 2016

Aberdeen City Council Air Quality Action Plan 2011

9. APPENDICES

None

10. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	11 December 2017
REPORT TITLE	Adoption of Supplementary Guidance in support of the Local Development Plan - Greenferns Development Framework
REPORT NUMBER:	CHI/17/234
DIRECTOR	Bernadette Marjoram (Interim)
REPORT AUTHOR	Laura Robertson

1 PURPOSE OF REPORT

- 1.1 This report presents a summary of the representations received, officer's responses to these representations and details any resulting action for the Greenferns Development Framework.

2 RECOMMENDATION(S)

- 2.1 It is recommended that the Council:
- (a) Note the representations received for the Sites OP28 and OP33 Greenferns Development Framework;
 - (b) Approve Appendix 1, which includes officers' responses to representations received and any necessary actions; and
 - (c) Approve the Development Framework as Interim Planning Advice and instruct Officers in Planning and Sustainable Development to implement the process to ratify the Framework as Supplementary Guidance.

3 BACKGROUND/ MAIN ISSUES

3.1 Greenferns Development Framework

- 3.1.1 The Greenferns Development Framework has been produced by Optimised Environments Ltd (OPEN) on behalf of Aberdeen City Council and Places for People.

3.2 The Greenferns Development Framework 2010 was previously Supplementary Guidance under the Aberdeen Local Development Plan (ALDP) 2012. When the ALDP (2017) was adopted, this Framework was deemed to be out of date and as such was not carried forward as a Supplementary Guidance under this plan. The requirement for it to be adopted as Supplementary Guidance is still identified within the plan.

3.3 The Greenferns development site is located to the west of Aberdeen. The site is allocated for 1470 houses and 10 hectares of employment land.

3.4 **Changes since the previous Supplementary Guidance.**

3.4.1 There are 5 main changes that have been made to this Development Framework:

- Provision of land for Enermech to remain in current site around Bucksburn House and land for future expansion;
- Inclusion of the new school site off Howes Road within the layout;
- Inclusion of non-residential land uses within the neighbourhood centre;
- Review of the location of the proposed neighbourhood centre within the layout;
- Review of the proposed densities and phasing strategy.

3.5 **Consultation**

3.5.1 A six week public consultation took place from 17 October 2017 until 28 November 2017. The consultation was carried out in accordance with the Council's adopted Masterplanning process.

3.5.2 Statutory consultees were emailed in relation to the consultation.

3.5.3 The Greenferns Development Framework was available for viewing via the following methods:

- Publication of document on Aberdeen City Council Website 'Masterplanning' page:
<https://www.aberdeencity.gov.uk/services/planning-and-building/masterplanning-and-design>
- Hard copy of document available for viewing at Marischal College between 9am and 5pm Monday to Friday. Relevant planning officers were also identified to be available to help answer queries from members of the public who visited the planning reception regarding the Greenferns Development Framework.

- Hard copy available in the Northfield Library during its opening hours.

3.6 Consultation results

- 3.6.1 Representations to the Greenferns Development Framework could be submitted via consultation hub or via post. A total of 4 representations have been received from statutory consultees along with internal comments.
- 3.6.2 In general the comments were very positive. Scottish Water has reiterated the need for a Drainage and Flood Risk Assessment for the site. These points have already been included within the Framework.
- 3.6.3 Scottish Natural Heritage (SNH) has shown their support for the retention of the existing trees and the provision of open space and appropriate planting. Further enhancement of the proposed greenways would be welcomed. Consideration should be given to water abstraction measures within the Framework and in particular the use of water saving technologies to be incorporated into dwellings.
- 3.6.4 Scottish Environment Protection Agency (SEPA) has commented on flooding, drainage and potential for district heating which has resulted in minor changes to text in the Framework. SEPA has also helpfully highlighted detailed technical information required for assessing any future planning applications.
- 3.6.5 North East Scotland Transport Partnership (NESTRANS) welcomes the changes made to the Framework since it was previously adopted. They have also highlighted the need to consider any additional impact of traffic and how to discourage them from using the roads within the development.

4 FINANCIAL IMPLICATIONS

- 4.1 The cost was budgeted though the SIP Affordable Housing Committee Report dated 20th August 2014 “SIP New Build Housing Budget – Report No: (H&E/14/054) and approved under item 8 of the Committee minutes. This report was further updated to provide a continuation of the budget in a report to Council dated the 15 March 2017 in the name of the Shaping Aberdeen Housing LLP 5 Year Business Plan Report no: (CH&I/16/326). This agreed the extension to the budget to 31st March 2020. Council approved under Item 36 on Committee Minutes but under item 9a.
- 4.2 The cost of the Development Framework including all consultation and engagement to date and excluding disbursements is £53,750.

- 4.3 The proposals will result in efficiencies in the determination of future planning applications related to the development frameworks, leading to a reduction in Council staff time to assess future detailed proposals.
- 4.4 The Greenferns site is owned by Aberdeen City Council. As such the Council has a financial interest in the Planning designation and future development of the site.

5 LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications arising from the recommendations of this report.

6 MANAGEMENT OF RISK

6.1 Financial

- 6.1.1 Approving the Development Framework will contribute to efficiencies in determining future planning applications and a reduction in Council staff time to assess future detailed proposals. By encouraging acceptable forms and uses of new development to be agreed publicly, it allows more informed decision making to be made earlier, saving time and resources for staff, applicants and the public.
- 6.1.2 The Development Framework reduces the risk of piecemeal and inappropriate development in the site area. Mixed use development and the efficient use of land will contribute towards the Council's aim of promoting sustainable economic development.

6.2 Employee

- 6.2.1 There are no employee risks associated with this report.

6.3 Customer/citizen

- 6.3.1 The Development Framework contributes towards a higher rate of new house building in the City, including over 25% affordable housing provision in accordance with the Aberdeen Local Development Plan.

6.4 Environmental

- 6.4.1 A Strategic Environmental Assessment has been undertaken on the Greenferns site as part of the preparation for the Aberdeen Local Development Plan.
- 6.4.2 An SEA screening has been carried out on the Development Framework and has been submitted to the SEA Gateway. Any significant changes requested by them will be made to the

Development Framework prior to submitting it to the Scottish Government for ratification.

6.5 Technological

6.5.1 There are no known technological risks associated with this report.

6.6 Legal

6.6.1 There are no known legal risks associated with this report.

6.7 Reputational

6.7.1 The Council has engaged with the community and stakeholders on the preparation of the Development Framework and as such there is an expectation that their views will be considered as part of the Supplementary Guidance process.

7 IMPACT SECTION

7.1 Economy

7.1.1 The retention of Enermech onsite is a positive contribution to the economy. The introduction of a small neighbourhood centre will encourage economic activity within the site.

7.2 People

7.2.1 The provision of at least 25% affordable housing onsite along with additional facilities within the commercial area will be positive for existing and potential residents.

7.2.2 The EHRIA for the Development Framework shows that implementing this proposal will have a positive benefit to younger people, with the inclusion of play and open space provision and in with the provision of residences to meet the housing demand and affordable housing to meet the range of housing needs. It will have a neutral impact on other people who share characteristics protected by The Equality Act 2010.

7.3 Place

7.3.1 In following the Council's Masterplanning process place has been put at the top of the agenda. The Development Framework considers context, identity and connection and how the development will fit together as a whole.

7.3.2 The Framework states "the pressure on the delivery of housing needs to be balanced with the delivery of a meaningful place, with a clear identity and an attractive proposition for a wide audience of potential

inhabitants. Though a residential led master plan, there needs to be a clear structure and mix of uses balanced within the overall framework, catering for business, education, leisure, retail, health care as well as residential uses. If this is not achieved Greenferns will become a single use enclave on the edge of the city.”

- 7.3.3 The Framework has carefully considered the retention and enhancement of tree belts, boundary walls, provision of open spaces and path networks all of which make an important contribution to place. The provision of Sustainable Urban Drainage System (SuDS) within the site is also an important resource for biodiversity, sustainable treatments of surface water run-off and visual amenity.

7.4 Technology

- 7.4.1 N/A

8 BACKGROUND PAPERS

Aberdeen Local Development Plan 2017

<https://www.aberdeencity.gov.uk/services/planning-and-building/local-development-plan/aberdeen-local-development-plan>

Draft Greenferns Development Framework

<https://www.aberdeencity.gov.uk/services/planning-and-building/masterplanning-and-design>

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Appendix 1

Reference	Summary of comments	Officers Response	Amendments required as a result of the comments received.
1. Scottish Natural Heritage (SNH)			
	Strongly support the production of a strategic spatial framework for this area. Welcome the emphases on the essential strong connectivity with the City, particularly green/blue networks that can deliver off road active travel routes and habitat links.	Comments noted.	No alteration required as a result of this representation.
	It is essential that the key ecological and green network requirements are incorporated as 'developer requirements' in the Framework and LDP Action Programme so that developers are clear what is expected.	Comments noted.	No alteration required as a result of this representation.
4. Local Context	Existing woodland, hedgerows and the LNCS are significant assets and will contribute to the quality of place for residents. Welcome the intent to protect and enhance these. Also welcome the provision of the open space and the appropriate native woodland planting to the south.	Comments noted.	No alteration required as a result of this representation.
P22 Ancient Woodland Inventory site	Support its enhancement and proposals to connect this site with new areas of native woodland. We recommend the framework includes a reference to the need for a woodland management plan to ensure its interests are protected and enhanced.	Comments noted reference should be made to the requirement for a woodland management plan	Add reference to section 7 stating that a woodland management plan is required.
	We suggest a recommendation for appropriate street trees is included as a general principle for Greenferns. These add multiple benefits such as landscape and biodiversity as well as adding to the quality of place.	Street trees are mentioned in the appropriate location of Greenferns square. Additional text could be added to encourage street trees in appropriate locations	Add text to section 7 stating street trees will be considered in appropriate locations.

Appendix 1

7. Open space and greenways and 8. Infrastructure	Achieving strategic off road active travel and green networks beyond the site and into the city are key for this site. There will need to be an integrated approach extending beyond the site to link into similar off road routes into Aberdeen to achieve these and we suggest this is emphasised in the framework. We suggest adding explanation as to the specific actions by which joint solutions for green networks will be needed.	Comments noted however it not for this Framework to identify areas beyond the site where connections could be made. The Framework can connect into the existing network.	No alteration required as a result of this representation.
	Walking and cycling - we suggest the locations where dedicated/off road dedicated cycle paths are expected are clearly identified. We welcome recognition of safe routes to schools (10.4) but suggest specific requirements for off road cycle routes as part of the green network to the school/other key destinations. Consider also hubs for bicycle use.	This is not really within SNH's remit to comment on cycling. Key pedestrian and cycle links are identified in fig72 Text should be added to the Masterplan in relation to the provision of cycle hubs along with co-wheel car provision.	Add text to the 8.1 (or an alternative location if more appropriate) about the provision of cycle parking and car club provision onsite.
	New landscaping and natural heritage enhancement: need to ensure there are adequately detailed specifications are supplied along with maintenance arrangements. We suggest the framework also provides the minimum extent of land expected for greenways, new woodland planting etc – for example the widths of some of the greenways. This is important to ensure habitat functionality/connectivity can be achieved.	It is not appropriate to go into the detail of specifications within a Masterplan, that is more appropriate as part of the planning application process.	No alteration required as a result of this representation.
9. Drainage	River Dee SAC – raise awareness of water abstraction pressures. There should be water and energy efficiency measures to comply with the LDP. Water efficiency in particular is required as part of the HRA for the LDP to limit abstraction from the River Dee SAC.	Add text to highlight the requirement for water efficiency measures to limit water abstraction.	Add text to section 9 to highlight the requirement for water efficiency measures to limit water abstraction.
P73 SUDS River Dee SAC –	There should be water and energy efficiency measures to comply with the LDP to reduce water abstraction. Water efficiency in particular is required as part of the HRA for the LDP to limit abstraction from the River Dee SAC.	Add text to highlight the requirement for water efficiency measures to limit water abstraction.	Add text to section 9 to highlight the requirement for water efficiency measures to

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			limit water abstraction.
	Welcome that ecological solutions to SUDS will be sought and their integration into a green/blue network. There could be greater consideration of the role of all open spaces and the sustainable drainage system to form a blue/green network as an integral part of the design. For example, some streets could contribute to the network by means of swales if these are to be used.	Note. The detailed drainage design has not been developed at this stage. A number of factors will need to be considered and assessed in terms of the DIA and FRA before determining the exact drainage provision.	No alteration required as a result of this representation.
12) Phasing	Welcome the inclusion of areas of open space/SUDS etc. Would suggest advanced phasing of strategic green networks/active travel so this strategic infrastructure is in place at an early stage.	This if appropriate would be dealt with as part of the planning application process.	No alteration required as a result of this representation.
13) Infrastructure delivery/ LDP Action programme	We suggest consideration of our above comments as key developer requirements and that they are added into this Infrastructure delivery section (including those identified in the LDP's SEA Environmental Report) and also in the LDP's Action Programme. (Greenferns pgs. 23-25)	Comments passed to LDP in terms of action programme. The phasing strategy includes the open space delivery. Any planning application will also ensure the delivery of these elements at an appropriate time.	No alteration required as a result of this representation.
2. Scottish Water	Prior to any development taking place, and to allow us to conduct further assessment of the development's impact on the local network we encourage the Developer to submit a Pre-Development Enquiry (PDE) forms. We recommend this is submitted to Scottish Water as early as possible this detailed information will allow us to determine if further investigation on the local network is required.	Noted comments passed to agent.	No alteration required as a result of this representation. Comments passed to OPEN for their information.
	The water and wastewater comments contained in the Aberdeen City Action Programme 2017 are still relevant. A WIA (water impact assessment) is required to confirm capacities, including any temporary or full supply options. This should include confirmation of capacity in the proposed 400mm water main to Grandhome.	Noted, reference to the requirement for a Water Impact Assessment is made on page 96.	No alteration required as a result of this representation.
	A DIA (drainage impact assessment) will be required to identify	Noted, reference to the requirement	No alteration required

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	<p>possible mitigation. Currently Scottish Water is carrying out Strategic modelling for the Aberdeen area. I have included a description of both the WIA/DIA for your information:</p> <p><i>Water Assessments and Drainage Assessments</i></p> <p><i>Water and drainage assessments help to identify sustainable methods for the following objectives:</i></p> <ul style="list-style-type: none"> • <i>Supplying water</i> • <i>Disposing of wastewater</i> • <i>Draining surface water; and</i> • <i>Managing surface water flooding</i> <p><i>Present the outcomes of these assessments in reports along with any applicable supporting information.</i></p>	for a Drainage Impact Assessment is made on page 96.	as a result of this representation.
	All proposed development must be drained by Sustainable Drainage Systems (SUDS) designed in accordance with the CIRIA SUDS Manual (C753) and developers must submit a Drainage Assessment/Drainage Strategy for any development proposals coming forward in line with PAN 61, Policy NE6 of the Local Development Plan and Supplementary Guidance on Drainage Assessments.	Reference is made to the CIRIA SUDS Manual (C753) on page 96 of the Masterplan.	No alteration required as a result of this representation.
	<p>Developers should look for opportunities to protect and improve the water environment by taking account of the water features within and close to their sites.</p> <p>Work carried out by the developer should confirm to the standards as indicated in the Scottish Water publications, 'Water for Scotland 3rd Edition' and 'Sewers for Scotland 3rd Edition'.</p>	Noted, amend text under para 9.1 to state Sewers for Scotland 3 rd Edition and add reference to Water for Scotland 3 rd Edition.	Amend para 9.1 to state Sewers for Scotland 3 rd Edition and add reference to Water for Scotland 3 rd Edition.
3. Scottish Environment	A flood risk assessment is required for the site.	This has already been addressed within the Framework as noted by	No alteration required as a result of this

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Protection Agency (SEPA)		SEPA in para 1.3 of the Framework.	representation.
	Drainage – foul drainage to the public sewer and surface water treated by SUDS – Drainage Impact Assessment, map of proposed waste water drainage layout and map of proposed surface water drainage layout.	There is a SUDs scheme in place and a Drainage Impact Assessment will be required.	No alteration required as a result of this representation.
	Pollution prevention – Schedule of Mitigation and construction site layout, including mitigation, supporting drawing(s)	This will be required as part of the planning application process, and it is not necessary to include within the Development Framework.	No alteration required as a result of this representation.
	Protection of the water environment - A site survey of existing water features, – confirmation of any engineering works with justification and a map of the location of all proposed engineering activities in or impacting on the water environment, including proposed buffers and demonstrating compliance with the flood risk assessment.	This will be required as part of the planning application process, and it is not necessary to include within the Development Framework.	No alteration required as a result of this representation.
	Existing groundwater abstractions - Confirmation of the location of groundwater abstractions within 250m of all excavations supported by a map demonstrating adequate buffers and, where relevant, assessment of impacts.	This will be required as part of the planning application process and it is not necessary to include within the Development Framework.	No alteration required as a result of this representation.
	Environmental enhancements – Assessment of potential measures and map showing location of these	The Framework already identifies areas of potential enhancements including the Bucks Burn and the footpath network. It also talks about opportunities for habitat improvements. The level of information provided is sufficient for a Development Framework.	No alteration required as a result of this representation.
	Use of carbon neutral technologies and design measures - feasibility study to assess a heat network and details of sustainable design considerations, map showing proposed heat network infrastructure or areas secured for future use	This is too detailed for a Development Framework. Text will be added to investigate the potential for the use of a district heat network	No alteration required as a result of this representation.

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		on the site.	
	Confirmation if the development will be phased and map of proposed phases of development	An appropriately detailed phasing plan is included in section 12 of the Development Framework. This includes the open space and infrastructure provision.	No alteration required as a result of this representation.
	Welcome the infrastructure delivery table in section 13 and consider it a useful approach.	Comments noted and welcomed.	No alteration required as a result of this representation.
Flood risk	We consider the wording proposed in the draft Development Framework adequately addresses the requirement for FRA's to be submitted for these allocations, and we support the requirement for "a full FRA will be prepared to be submitted as part of the appropriate statutory planning and legal process" and the detailed proposals for any application for Planning Permission in Principle will take account of the information from the FRA. As such we have no objection to the Development Framework wording in regard to the requirement for flood risk to be addressed.	Comments welcomed.	No alteration required as a result of this representation.
	The flood risk assessment(s) should address all sources of flood risk to the site including fluvial flooding from the Bucks Burn and from smaller watercourses not included on the SEPA Flood Maps. Flood risk from overland flow routes should also be considered as the topography of the area has evidence of historic small watercourse routes through the site. We have records of past flooding at Howes Road from the Bucks Burn, most recently in August 2010. We would welcome this requirement being added to the Development Framework wording.	Comments noted. Include text that confirms that all types of flooding should be assessed as part of the Flood Risk Assessment.	Add text to section 9 – Drainage- confirming that all types of flooding will be assessed as part of the Flood Risk Assessment.
Foul drainage	Request that in accordance with policy the following is added to the end of the statement "Foul drainage will be required to conform to "Scottish Water's" current design standards <u>and</u>	Noted and agreed.	Add text to state the end of the following: "Foul drainage will be required to conform to

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	<u>connect to the public sewer/be adopted by Scottish Water</u> ".		"Scottish Water's" current design standards <u>and connect to the public sewer/be adopted by Scottish Water</u> ".
Surface water drainage	We welcome the confirmation in the table on page 96 that "All proposed development must be drained by Sustainable Drainage Systems (SUDS) designed in accordance with the CIRIA SUDS Manual (C753) and developers must submit a drainage Assessment/Drainage Strategy for any development proposals"	Comments noted and welcomed.	No alteration required as a result of this representation.
	As per the requirements of the SUDS Manual (C753) SUDS features should provide the four main categories of benefits that can be achieved by SUDS: water quantity, water quality, amenity and biodiversity. A site plan showing the proposed SUDS treatment train must be submitted.	This level of detail is not appropriate for a Masterplan but the comments will be passed onto the consultant to provide this as part of any planning application.	No alteration required as a result of this representation. Comments will be sent to the developer for information.
	Refer the applicant to our Planning advice on Sustainable Drainage Systems (SUDS) and specifically paragraphs 4.13 and 4.14 regarding maximising the ecological value of SUDS.	Comments noted.	Comments will be sent to the developer for information.
P96 Table	References that "the opportunity has been taken to enhance the existing watercourses and fully incorporate them within the development layout as part of the network of sustainable urban drainage system (SuDS) and core public spaces." Please note that Section 23.1 of the CIRIA SUDS manual C753 states that "Existing natural water bodies should not be used as a means by which to dispose of surface water runoff where this would create a risk that pollution events, poorer water quality or alternative flow regimes might disturb/damage the natural morphology and/or ecology of the system. There may, however, be scenarios where existing water bodies would benefit from further inputs of cleaned surface water runoff.	Noted, clarification sought within the Development Framework.	OPEN to clarify the position in relation to the SuDS and how they relate to the water courses.

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	Locating SuDS ponds and wetlands close to existing ones can also benefit biodiversity.” We would welcome this being clarified in the Development Framework in regard to the reference to using these features as part of the SUDS network.		
	As per Appendix B, Section B.1.1 Pre-application of the SUDS Manual “For larger sites or multi-plot development, where the land is subdivided into separate plots owned by different landowners, or where there is an intention to develop the land in phases, the specification for a drainage master plan should be agreed at this stage. The master plan should be designed to ensure effective communication between all developers and identified stakeholders in establishing the selection, implementation and phasing of source control, site and regional SuDS components. It should also set out the responsibilities for, delivery of and maintenance of temporary site drainage measures required during the construction process.”	The purpose of producing a Development Framework is to ensure that large sites are planned as one. A Development Framework should not go into too much detail. The detailed suds delivery would be dealt with as part of the planning application process.	No alteration required as a result of this representation
	Proposed detention basins, ponds, swales and/or filter trenches should be designed to Scottish Water’s standards for adoption.	Comment noted.	No alteration required as a result of this representation.
	Advice from the local authority’s roads department and flood prevention unit, and not from SEPA, should be sought on the SUDS strategy in relation to water quantity and flooding.	Comment noted.	No alteration required as a result of this representation.
Pollution prevention and environmental management, 4.10	Reference is made to “a Construction Environmental Management Plan (CEMP)”. One of our key interests in relation to developments is pollution prevention measures during the periods of demolition, construction and any restoration. The applicant, through the planning submission, should systematically identify all aspects of construction site activities during these periods of works that might impact upon the environment, potential pollution risks associated with the construction proposals and identify the principles of preventative measures and mitigation.	Note that this relates to any planning application. Add text in relation to the need to address the pollution prevention and environmental management during the construction phase.	Add text to state there is a requirement to address the pollution prevention and environmental management. Comments will be passed onto the developer.

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	As such, the requirement for pollution prevention and environmental management to be addressed by the applicant during the construction phase should be detailed in the Development Framework.		
Engineering activities in the water environment	In order to meet the objectives of the river basin management plan, of preventing any deterioration and improving the water environment and to comply with LDP Policy NE6, developments should be designed to avoid engineering activities in the water environment wherever possible.	Noted, the full comments will be passed to the developer.	Provide developer with detailed SEPA requirements for the planning application stage.
	If any engineering works proposed are likely to result in increased flood risk to people or property then a flood risk assessment should be submitted in support of the planning application and we should be consulted.	A flood risk assessment is required and already identified within the Development Framework. Any further work required as a result of this will be determined through the planning application process.	No alteration required as a result of this representation.
	It does not appear any water engineering works are proposed put any planning submission should confirm if this is the case. If engineering activities are required a site survey of existing water features and a map of the location of all proposed engineering activities in the water environment should be included in any planning submission.	Noted, comments will be passed to the developer. If engineering works are required the necessary information will be provided as part of a planning application.	No alteration required as a result of this representation. Provide developer with SEPAs detailed comments.
Existing groundwater abstractions	Excavations and other construction works can disrupt groundwater flow and impact on existing groundwater abstractions. Please refer to SEPA's guidance on assessing the impacts of development proposals on groundwater abstraction and groundwater terrestrial ecosystems for further advice on the minimum information we require to be submitted. This requirement should be detailed in the Development Framework.	Comments noted and welcomed. This information is more pertinent to any future detailed planning application and will be referred to the case officer.	No alteration required as a result of this representation.
Environmental enhancement	Welcome the references to potentially enhancing for example links to the greenbelt, ecological corridors, watercourses,	Comments noted and welcomed. Text should be added as requested to	"On site requirements to be delivered by

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	<p>enhancing existing parks and open spaces, connecting path networks and having adequate buffer strips between development and the water environment. We also welcome the references to retaining mature trees where possible and increasing the amount of woodland along the Bucksburn corridor within the Bucks Burn Park. Newly planted trees in this area should be native and of local provenance to enhance the existing native woodland.</p> <p>We would support the investigation of on-site environmental enhancements, for example de-culverting / 'daylighting' watercourses, removal of hard bank reinforcement on Bucks Burn and /or re-meander a reach of the Bucks Burn adjacent to the development.</p> <p>As such we request that the following is added to the end of the statement "On site requirements to be delivered by developers <u>and any other environmental enhancement measures to be investigated and where viable delivered through any subsequent planning application(s)</u>".</p>	<p>reiterate the point that further environmental enhancements should be investigated where possible and be dealt with through the planning application process.</p> <p>This said there are a number of enhancements already identified in the Framework.</p>	<p><u>developers and any other environmental enhancement measures to be investigated and where viable delivered through any subsequent planning application(s)</u>".</p>
Use of carbon neutral technologies and design measures	<p>In accordance with national and local policy and guidance, consideration should be given to the provision of a district heating network to meet the heat demand for the proposed development, consistent with the advice provided in the Scottish Government's online Planning and Heat advice, as quoted above.</p> <p>The Development Framework should clearly detail the requirement for a feasibility study to assess the heat network and details of sustainable design considerations as part of any planning submission.</p>	<p>Agreed add text accordingly that a district heating network should be considered for the site.</p>	<p>Add text in an appropriate location within the Development framework that a district heating network should be considered for the site.</p>
Regulatory requirements	<p>There are a number of regulatory requirements that need to be met as part of the planning application process. The full list of</p>	<p>Comments noted.</p>	<p>Detailed requirements will be forwarded to the</p>

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	these can be viewed in appendix 2 and should be addressed as part of any planning application.		developer.
4. NESTRANS			
	Supportive of the changes that have been made to the document since its last publication and more generally of the principles outlined in the document relating to the integration of public transport, cycling and walking links within and through development.	Comments noted and welcomed.	No alteration required as a result of this representation.
	Highlight the need to fully consider the potential likelihood for and impact of additional traffic, particularly traffic from the AWPR and other surrounding parts of the city and how this can be discouraged from using the roads within the development as a through route to access other parts of the city and the impact that any additional traffic may have on the existing residential areas of Bucksburn, Northfield and Sheddocksley.	The Development Framework street network has been designed to reduce the likelihood of rat running through the site. Comments will be passed onto the developer to ensure that this is in the forefront of their mind.	Comments will be forwarded onto the developer for their information.
Internal comments			
Archaeology	There are several known archaeological sites within the framework boundary. These are Bucksburn House itself (SMR Ref No NJ80NE0153), the site of a 17 th Century mill (SMR Ref No NJ80NE0018), the possible site of a 17 th and 18 th Century bridge (SMR Ref No NJ80NE0489), the farmstead of Upper Bucksburn (SMR Ref No NJ80NE0475), and the former Marchburn Primary School site (SMR Ref No NJ80NE0497) which underwent archaeological evaluation in 2007.	Comments noted.	No alteration required as a result of this representation.
	The key remaining upstanding features, such as Bucksburn House, and the currently unrecorded historic elements of the landscape such as the drystone dykes, should be retained and incorporated into the design wherever possible (though I note the comments regarding Enermech's consolidation of its business within this property). This helps the new development to be embedded into the existing landscape. As such the statement on p7 of the Framework is reassuring – "The current prevalence of field boundaries gives us a hint of how people	Comments noted. It is the intention to utilise the existing features onsite to allow the integration of the development into the landscape.	No alteration required as a result of this representation.

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	have coped with working on this land up to now. We must learn from this and sympathetically employ our new land uses in ways that create shelter and attractive microclimates, as well as retaining, where possible, significant field boundaries, enhancing them and integrating them with the new built environment.”		
3.5 – Visual assessment	Reference is made to the retention of trees and woodland as an important characterising component of views. In addition to the commitment of retaining the woodland along the Bucks Burn, a further commitment to the retention of the established avenue of trees along the Howes Road would help protect this remaining element of the designed landscape associated with Bucksburn House.	Noted	Add text to show the commitment to retaining the trees along Howes Road.
4 – Local context	Welcome the opening statement and the acknowledgement that existing site features such as field boundaries have strongly influenced the Framework.	Comments noted.	No alteration required as a result of this representation.
4.2, fig 17	Refers to a view to Cummings Park but this appears not to have been included in the document.	Noted ensure correct photos are present.	Ensure that the correct photos are present on this page.
4.3, fig 25 and associated text	Welcome the inclusion of this which highlights the multiple benefits of retaining these key historic field boundaries.	Comments noted.	No alteration required as a result of this representation.
4.5 p 29	Again welcome the inclusion of the statement on “Field Boundaries and farm tracks” and in particular the text “The site is characterised by a series of well-defined field boundaries and network of farm tracks and footpaths. The walls, ditches and tree lined tracks are a key character forming element of the site area and must be protected and retained across the site. Integrated where possible in to new proposals.” This recognition is also well referenced within the Vision statement for the Masterplan, and within the detailed design considerations of Section 7.5, and as such requires no additional text from my perspective.	Comments noted.	No alteration required as a result of this representation.

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	<p>A preference for stronger wording in Section 11 'Character Areas', and specifically within Section 11.2 'Architectural Style', 2nd paragraph, last line, where it currently states "...a style reflecting the local vernacular may be more appropriate."</p> <p>Given the historic rural architecture within and adjacent to the development area, and the lack of acknowledgement of that within the later buildings of Northfield, this Framework should be seen as a means of rectifying previously missed design opportunities. As such preference for a word change in the above referenced sentence from "may" to "will" would aid in this approach.</p>	<p>In this instance "will" is a more appropriate word than "may". Text should also be added to state alternatively a more contemporary approach to design may be appropriate.</p>	<p>11.2 should be altered to say will rather than may and additional text added to state "alternatively a more contemporary approach to design may be appropriate."</p>
	<p>With regard to the delivery of the phases themselves, there will need to be an associated programme of archaeological works owing to the potential for previously unrecorded remains within the area.</p>	<p>Noted text should be added into the framework within the phasing section, or other section if more appropriate.</p>	<p>Add text to the phasing (or other appropriate section) "Owing to the undeveloped nature of the site and the potential for undiscovered archaeological finds, a phased schedule of archaeological works will be required as part of the planning application process. It is likely that this could be dealt with as a condition to any subsequent planning application."</p>
Environmental policy			
Map, Fig 03	<p>Update reference to District wildlife sites – these are now LNCS's.</p>	<p>Noted amend accordingly</p>	<p>Amend names accordingly.</p>
Landscape 3.5	<p>Specific reference should be made to landscape character, as</p>	<p>Noted. Reference should be made to</p>	<p>Add text relating to the</p>

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	<p>this is a guiding principle in landscape planning and is enshrined in LDP policies, including D1 and D2. The document could include a bit more detail on how the development takes account of landscape character. It should make reference to the Landscape Character Assessment 1996.</p>	<p>the landscape character of the site and its context.</p>	<p>sites landscape character.</p>
	<p>Mention should be made of the potential to enhance habitats for important local wildlife, Red squirrel populations are expanding in Aberdeen, this site could be a key location for ongoing expansion, and appropriate tree/shrub species could be used to maximise the benefits to them.</p>	<p>Enhancement of the site is mentioned throughout the document however habitat enhancement should be added to the open space and greenways section of the masterplan.</p>	<p>Add text that further reiterates the desire for habitat enhancement.</p>
	<p>Greenferns Park is identified as an ecological park, and therefore some physical connectivity with the rest of the greenspace network/ greenways, should be incorporated so that it functions effectively as a habitat. Connectivity is important for wildlife, and it ongoing viability as a habitat – it is quite a small, isolated site as shown on page 46, however the detailed sketch on page 54 indicates a significant greenway to the north.</p> <p>Similarly Bucksburn park is shown on page 48 as connected via a greenway to Greenferns park, but not on the plan on page 46. These connections should be illustrated in the overall layout on page 46 to ensure that they are incorporated into the design. However, if they are not part of the layout, the detailed sketches are extremely misleading. (DM)</p>	<p>Noted there are inconsistencies between fig 62 and fig 55, one shows a landscape connection to the north and the other does not, seek clarification on this.</p> <p>The plans need to be consistent across the whole Masterplan.</p>	<p>Ensure figures are accurate and provide the necessary connections where appropriate.</p>
Trees	<p>The proposed greenways offer an opportunity to create high quality green corridors which link to proposed and existing corridors and areas of woodland. In addition to maintaining existing trees and features, consideration should be given to increasing the overall width of the green ways to allow the incorporation of further planting and successional tree planting. In line with Policy NE5 and our tree and woodland</p>	<p>Noted some of the images show the buildings are in quite close proximity to the tree belts. To provide clarification text should be added to the masterplan to highlight that development should not take place within the root protection areas and</p>	<p>Add text to 7.7 stating – “Development should not take place within the root protection areas and the zone of influence of existing trees and newly planted</p>

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	<p>supplementary guidance development should take place out with the root protection areas and out with the zone of influence of existing and newly planted trees. Currently a number of images would appear to detail development in close proximity to existing tree features, this would not be considered as acceptable.</p> <p>Whilst it is acknowledged that Figure 44 is only a site layout sketch it does detail residential development in particularly close proximity to existing trees. We would like to see a reference to the Trees and Woodland SG in reference to Zones of Influence to ensure this concept is adopted going forward. The adoption of this concept is likely to impact on land available for development this will have an impact on density ranges identified within figure 91, which may need adjusting.</p>	the zone of influence of existing trees and newly planted trees.	trees.”
	There is an underprovision of open space on the site. There could be stronger and clearer greenway linkages to these areas, in particular Northfield and Heathryfold to the east, where access could be enhanced and ‘greened’ (e.g. to Cruden Place). Developer Obligations should be utilised to enhance adjoining areas to compensate for any under provision or lack of linkages. Environmental Planners and Environmental Services have recently identified a range of potential green space enhancements in the Northfield area.	It is noted that there is an under provision of open space in this area however there is an adjacent area of pitches to the south that would benefit from enhancement. Further discussions can take place as part of the planning application process to where planning obligations money would be best spent.	No alteration required as a result of this representation.
Climate change mitigation and adaptation measures	<p>This masterplan does not cover sustainability principles in all the detail required, making it non-compliant with the requirements of the Climate Change Act. It might be that this is covered by the developers in each phase – but a holistic approach needs to be taken overall to ensure any systems implemented are compatible across all phases and flexible to change.</p> <p>1. Lighting within the development and an overall strategy for</p>	<ol style="list-style-type: none"> 1. This level of detail is not necessary for a masterplan, add text to state a lighting strategy will be required. 2. State this in the text 3. Add text to state that at the design stage consideration should be given to adaptive measures within the building 	<p>Add reference to the requirement for a lighting strategy.</p> <p>Add text to state “compliance with BREEAM HQM or alternative sustainable construction scheme,</p>

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	<p>this.</p> <ol style="list-style-type: none"> 2. Sustainable construction principles – compliance with BREEAM HQM or alternative sustainable construction scheme, use of locally sourced products, fabric first approach. 3. Ensuring building design takes cognisance of adaptive measures – wider guttering to accommodate more potential downpours, porous pavements, use of green infrastructure (this is featured), having larger roof overhangs to provide shelter for the building fabric from adverse weather etc. 4. Provision of recycling and waste facilities – some of these could be communal but no mention made of these. 5. Digital connectivity and accessibility within the development. 	<p>design.</p> <ol style="list-style-type: none"> 4. It is intrinsic that recycling and careful consideration should be given to the location of the recycling and waste provision, to ensure it is not unsightly. 5. Add text to encourage this. 	<p>use of locally sourced products, fabric first approach”</p> <p>Add text to state that at the design stage consideration should be given to adaptive measures within the building design.</p> <p>Add text stating that careful consideration should be given to the location of the recycling and waste provision onsite.</p> <p>Add text stating the provision of high speed digital technology should be considered.</p>
Roads Development Management			
	<p>Provost Fraser Drive (PFD) and Provost Rust Drive (PRD) are obviously designed as frontage free roads which will meet in a town centre hub as the development’s built out. This should ensure good bus services provided that space for necessary infrastructure is provided (shelters, waiting areas, etc.).</p>	<p>Comments noted and welcomed.</p>	<p>No alteration required as a result of this representation.</p>
	<p>A number of detailed comments were also provided but these relate to the detailed planning application stage.</p>	<p>Comments will be passed onto the developer for information.</p>	<p>No alteration required as a result of this representation.</p>

Response ID ANON-X3QE-UMC3-S

Submitted to **Draft Greenferns Development Framework**

Submitted on **2017-11-10 11:34:30**

Introduction

1 What is your name?

Name:

Scottish Natural Heritage

2 What is your email address?

Email:

[REDACTED]

3 What is your organisation?

Organisation:

Scottish Natural Heritage

4 Please let us know your opinion on the Greenferns Development Framework

Comments:

Aberdeen LDP - Greenferns Draft Development Framework consultation

SNH strongly supports the production of a strategic spatial framework for this significant expansion area. We agree that a key consideration for this site is the risk of isolation on the fringe of Aberdeen. We therefore welcome the emphasis on the essential strong connectivity with the city, particular green/blue networks that can deliver a wide range of functions including off road active travel routes and habitat links.

Our main comment is that these key ecological and green network requirements are incorporated as 'developer requirements' in the Framework and LDP Action Programme so that developers are clear as to what is expected.

4) Local context:

The existing woodland and hedgerow framework and LNCS are significant asset for Greenferns and should greatly contribute to its quality of place and life for residents. We welcome the intent to protect and enhance this, and the provision of open space and appropriate native woodland planting to the south. This will extend this woodland habitat and provide important north/south woodland connectivity along the western edge of the development.

Ancient Woodland Inventory site (pg 22) - we support its enhancement and proposals to connect this site with new areas of native woodland. We recommend the framework includes a reference to the need for a woodland management plan to ensure its interests are protected and enhanced.

We suggest a recommendation for appropriate street trees is included as a general principle for Greenferns. These add multiple benefits such as landscape and biodiversity as well as adding to the quality of place.

7) Open space and greenways and 8) infrastructure:

Achieving strategic off road active travel and green networks beyond the site and into the city are key for this site. There will need to be an integrated approach extending beyond the site to link into similar off road routes into Aberdeen to achieve these and we suggest this is emphasised in the framework. We suggest adding explanation as to the specific actions by which joint solutions for green networks will be needed.

Walking and cycling - we suggest the locations where dedicated/off road dedicated cycle paths are expected are clearly identified. We welcome recognition of safe routes to schools (10.4) but suggest specific requirements for off road cycle routes as part of the green network to the school/other key destinations. Consider also hubs for bicycle use.

New landscaping and natural heritage enhancement: much of the ecological benefit will be achieved by ensuring there adequately detailed specifications are supplied along with establishment and long term aftercare arrangements. We suggest the framework also provides the minimum extent of land expected for greenways, new woodland planting etc – for example the widths of some of the greenways. This is important to ensure habitat functionality/connectivity can be achieved.

9) Drainage:

River Dee SAC – raise awareness of water abstraction pressures. There should be water and energy efficiency measures to comply with the LDP. Water efficiency in particular is required as part of the HRA for the LDP to limit abstraction from the River Dee SAC.

SUDS (page 73) welcome that ecological solutions to SUDS will be sought and their integration into a green/blue network. There could be greater consideration of the role of all open spaces and the sustainable drainage system to form a blue/green network as an integral part of the design. For example, some streets could contribute to the network by means of swales if these are to be used.

12) Phasing – we welcome the inclusion of areas of open space/SUDS etc. We also suggest advanced phasing of strategic green networks/active travel so this strategic infrastructure is in place at an early stage.

13) Infrastructure delivery/ LDP Action programme

We suggest consideration of our above comments as key developer requirements and that they are added into this Infrastructure delivery section (including those identified in the LDP's SEA Environmental Report) and also in the LDP's Action programme (Greenfens pgs 23-25)

Laura Robertson

From: David Carmichael [REDACTED]
Sent: 20 November 2017 16:36
To: Laura Robertson
Subject: Greenferns Development Framework - Statutory Consultation.

Dear Laura,

I am writing to you in regard to your email dated 31 October 2017, statutory consultation on the Greenferns Development Framework.

Scottish Water would like to thank you for the opportunity to provide feedback and would make the following comments shown below:

Prior to any development taking place, and to allow us to conduct further assessment of the development's impact on the local network we encourage the Developer to submit a Pre-Development Enquiry (PDE) forms (found at www.scottishwater.co.uk). We recommend all planned development relating to more than a single house connection submits a PDE to Scottish Water as early as possible. When the Developer submits the completed PDE form - supplying as much information as they can about the development - this detailed information will allow us to determine if further investigation on the local network is required.

OP28 & OP33

The water and wastewater comments contained in the Aberdeen City Action Programme 2017 are still relevant. A WIA (water impact assessment) is required to confirm capacities, including any temporary or full supply options. This should include confirmation of capacity in the proposed 400mm water main to Grandhome.

A DIA (drainage impact assessment) will be required to identify possible mitigation. Currently Scottish Water is carrying out Strategic modelling for the Aberdeen area. I have included a description of both the WIA/DIA for your information:

Water Assessments and Drainage Assessments

Water and drainage assessments help to identify sustainable methods for the following objectives:

- *Supplying water*
- *Disposing of wastewater*
- *Draining surface water; and*
- *Managing surface water flooding*

Present the outcomes of these assessments in reports along with any applicable supporting information.

In addition, all proposed development must be drained by Sustainable Drainage Systems (SUDS) designed in accordance with the CIRIA SUDS Manual (C753) and developers must submit a Drainage Assessment/Drainage Strategy for any development proposals coming forward in line with PAN 61, Policy NE6 of the Local Development Plan and Supplementary Guidance on Drainage Assessments.

Developers should look for opportunities to protect and improve the water environment by taking account of the water features within and close to their sites.

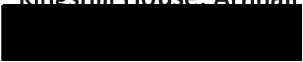
Work carried out by the developer should confirm to the standards as indicated in the Scottish Water publications, 'Water for Scotland 3rd Edition' and 'Sewers for Scotland 3rd Edition'.

A meeting will shortly be set up with the developer for this site to discuss the strategic water solution. I will forward on more details after the meeting when more information becomes available.

I trust that the above information is acceptable in line with your consultation. Should you require further clarification, please do not hesitate to contact me.

Yours sincerely

David Carmichael

Development Planner
Development Engagement Team
Scottish Water
Kingshill House, Arnhall Business Park, Westhill, Aberdeen, AB32 6UF


Scottish Water
Trusted to serve Scotland

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Scottish Water

www.scottishwater.co.uk

Our ref: PCS/155608
Your ref: Aberdeen LDP

If telephoning ask for:
Alison Wilson

28 November 2017

Laura Robertson
Aberdeen City Council
Planning and Sustainable Development
Business Hub 4
Marischal College
Broad Street
Aberdeen
AB10 1AB

By email only to: LaRobertson@aberdeencity.gov.uk

Dear Ms Robertson

Draft Greenferns Development Framework – Statutory Consultation

Thank you for your consultation email which SEPA received on 17 October 2017, enclosing a draft copy of the Greenferns Development Framework, dated October 2017.

1. Overarching advice

- 1.1 We provide the following advice which should be taken into consideration when finalising the Development Framework and preparing subsequent planning applications. If the development comes forward in discrete small stages then it may fall below the threshold we provide site specific advice. Nonetheless the advice below is still relevant and any such proposals should comply with the agreed proposals in regard to these issues for the larger site area.
- 1.2 **To prevent a potential objection** from us we would expect the finalised Development Framework to detail the requirement for the below key issues to be addressed in any subsequent planning submissions and to be supported by the following assessments and drawings/maps:
- a) Flood risk – Flood Risk Assessment
 - b) Drainage – foul drainage to the public sewer and surface water treated by SUDS – Drainage Impact Assessment, map of proposed waste water drainage layout and map of proposed surface water drainage layout
 - c) Pollution prevention – Schedule of Mitigation and construction site layout, including mitigation, supporting drawing(s)
 - d) Protection of the water environment - A site survey of existing water features, – confirmation of any engineering works with justification and a map of the location of all proposed engineering activities in or impacting on the water environment, including



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- proposed buffers and demonstrating compliance with the flood risk assessment
 - e) Existing groundwater abstractions - Confirmation of the location of groundwater abstractions within 250m of all excavations supported by a map demonstrating adequate buffers and, where relevant, assessment of impacts.
 - f) Environmental enhancements – Assessment of potential measures and map showing location of these
 - g) Use of carbon neutral technologies and design measures - feasibility study to assess a heat network and details of sustainable design considerations, map showing proposed heat network infrastructure or areas secured for future use
 - h) Confirmation if the development will be phased and map of proposed phases of development
 - i) Adequate information to enable assessment and comment on the potential consentability of any aspects of the proposal that may require authorisation from SEPA
- 1.3 Some of these requirements are already addressed within the proposed draft wording, for example in regard to flood risk, as advised below. However all the issues should be addressed to prevent an objection from us to the finalised Development Framework.
- 1.4 We **welcome** the Infrastructure delivery table in Section 13 and consider it is a very useful approach to summarise the requirements and how to deliver these. To address our concerns the below issues which are not covered could be added to this table with the requirement for the relevant assessments and drawings.
- 1.5 Our further advice on our requirements and the form in which they must be submitted in regard to the information in the draft Development Framework can be found below.

2. Flood risk

- 2.1 We note the requirement in the adopted Local Development Plan (LDP), LDP and draft Development Framework for allocations OP33 and OP28 to be supported by a Flood Risk Assessment (FRA). We consider the wording proposed in the draft Development Framework adequately addresses the requirement for FRA's to be submitted for these allocations, and we support the requirement for "a full FRA will be prepared to be submitted as part of the appropriate statutory planning and legal process" and the detailed proposals for any application for Planning Permission in Principle will take account of the information from the FRA. As such we have **no objection** to the Development Framework wording in regard to the requirement for flood risk to be addressed.
- 2.2 We advise that the flood risk assessment(s) should address all sources of flood risk to the site including fluvial flooding from the Bucks Burn and from smaller watercourses not included on the SEPA Flood Maps. Flood risk from overland flow routes should also be considered as the topography of the area has evidence of historic small watercourse routes through the site. We have records of past flooding at Howes Road from the Bucks Burn, most recently in August 2010. We **would welcome** this requirement being added to the Development Framework wording.

3. Foul drainage

- 3.1 We **welcome** the confirmation in the table on page 96 that a "DIA will be required" and "Foul drainage will be required to conform to "Scottish Water's" current design standards". However we **request** that for the avoidance of doubt, and in line with Scottish Planning Policy and guidance, including Planning Advice Note (PAN) 79 Water and Drainage, our

Policy and Supporting Guidance on Provision of Waste Water Drainage in Settlements WAT-PS-06-08 and LDP Policy NE6, the following is **added** to the end of the statement “Foul drainage will be required to conform to “Scottish Water’s” current design standards and connect to the public sewer/be adopted by Scottish Water”.

4. Surface water drainage

- 4.1 We **welcome** the confirmation in the table on page 96 that “All proposed development must be drained by Sustainable Drainage Systems (SUDS) designed in accordance with the CIRIA SUDS Manual (C753) and developers must submit a drainage Assessment/Drainage Strategy for any development proposals”
- 4.2 As per the requirements of the SUDS Manual (C753) SUDS features should provide the four main categories of benefits that can be achieved by SUDS: water quantity, water quality, amenity and biodiversity. A site plan showing the proposed SUDS treatment train must be submitted. The Simple Index Approach calculation (Section 26.7.1 of the guidance) must also be submitted in support of the site plan, and the online tool may be used to assist in this. Where the development has a high pollution hazard level, a detailed risk assessment (Section 26.7.3 of CIRIA C753) must be submitted. In addition we would also refer the applicant to our Planning advice on Sustainable Drainage Systems (SUDS) and specifically paragraphs 4.13 and 4.14 regarding maximising the ecological value of SUDS.
- 4.3 The table on page 96 references that “the opportunity has been taken to enhance the existing watercourses and fully incorporate them within the development layout as part of the network of sustainable urban drainage system (SuDS) and core public spaces.” Please note that Section 23.1 of the CIRIA SUDS manual C753 states that “Existing natural water bodies should not be used as a means by which to dispose of surface water runoff where this would create a risk that pollution events, poorer water quality or alternative flow regimes might disturb/damage the natural morphology and/or ecology of the system. There may, however, be scenarios where existing water bodies would benefit from further inputs of cleaned surface water runoff. Locating SuDS ponds and wetlands close to existing ones can also benefit biodiversity.” We **would welcome** this being clarified in the Development Framework in regard to the reference to using these features as part of the SUDS network.
- 4.4 As per Appendix B, Section B.1.1 *Pre-application* of the SUDS Manual “For larger sites or multi-plot development, where the land is subdivided into separate plots owned by different landowners, or where there is an intention to develop the land in phases, the specification for a drainage master plan should be agreed at this stage. The master plan should be designed to ensure effective communication between all developers and identified stakeholders in establishing the selection, implementation and phasing of source control, site and regional SuDS components. It should also set out the responsibilities for, delivery of and maintenance of temporary site drainage measures required during the construction process.”
- 4.5 Proposed detention basins, ponds, swales and/or filter trenches should be designed to Scottish Water’s standards for adoption as specified in Sewers for Scotland or the SUDS Manual. In such instances, comments should be requested from Scottish Water. In addition Section 7 of the Sewerage (Scotland) Act 1968 allows for the roads authority and Scottish Water to connect to each other’s drainage systems where reasonable to do so. The SUDS for Roads guidance document provides a collaborative framework for a more integrated drainage approach.

- 4.6 Advice from the local authority's roads department and flood prevention unit, and not from SEPA, should be sought on the SUDS strategy in relation to water quantity and flooding.

5. Pollution prevention and environmental management

- 5.1 Under Section 4.10 reference is made to "a Construction Environmental Management Plan (CEMP)". One of our key interests in relation to developments is pollution prevention measures during the periods of demolition, construction and any restoration. The applicant, through the planning submission, should systematically identify all aspects of construction site activities during these periods of works that might impact upon the environment, potential pollution risks associated with the construction proposals and identify the principles of preventative measures and mitigation.
- 5.2 As such, the **requirement** for pollution prevention and environmental management to be addressed by the applicant during the construction phase should be detailed in the Development Framework. A schedule of mitigation supported by the site specific maps and plans must be submitted in support of any planning submission. These must include reference to best practice pollution prevention and construction techniques (for example, the maximum area to be stripped of soils at any one time, as the land is previously agricultural use the developer should expect to encounter field drains, and have a system in place to deal with these when discovered, as they could also act as channels for pollution to enter the water environment, a site survey of existing water features and a map showing adequate buffers between these and development) and regulatory requirements. This information will help to assess the environmental impact of the proposals prior to determination. In addition, this information can provide the basis for a more detailed environmental management plan and construction method statements where required, which are likely to be requested as planning conditions. Please refer to Guidance for Pollution Prevention (GPPs) and the recently published Guidance on the construction of SUDS (CIRIA C768).

6. Engineering activities in the water environment

- 6.1 In order to meet the objectives of the Water Framework Directive of preventing any deterioration and improving the water environment and to comply with LDP Policy NE6, developments should be designed to avoid engineering activities in the water environment wherever possible. The water environment includes burns, rivers, lochs, wetlands, groundwater and reservoirs. We require it to be demonstrated that every effort has been made to leave the water environment in its natural state. Engineering activities such as culverts, bridges, watercourse diversions, bank modifications or dams should be avoided unless there is no practicable alternative. Paragraph 255 of SPP deters unnecessary culverting. Where a watercourse crossing cannot be avoided, bridging solutions or bottomless or arched culverts which do not affect the bed and banks of the watercourse should be used. Further guidance on the design and implementation of crossings can be found in our Construction of River Crossings Good Practice Guide. Other best practice guidance is also available within the water engineering section of our website.
- 6.2 If any engineering works proposed are likely to result in increased flood risk to people or property then a flood risk assessment should be submitted in support of the planning application and we should be consulted.

- 6.3 It does not appear any water engineering works are proposed put any planning submission should confirm if this is the case. A site survey of existing water features and a map of the location of all proposed engineering activities in the water environment should be included in any planning submission. A systematic table detailing the justification for the activity and how any adverse impact will be mitigated should also be included. The table should be accompanied by a photograph of each affected water body along with its dimensions. Justification for the location of any proposed activity is a key issue for us to assess at the planning stage. The **requirement** for this should be detailed in the Development Framework.

7. Existing groundwater abstractions

- 7.1 There are several individual properties in the vicinity/adjacent to the boundary of this Development Framework area. In addition on our GIS we can see a well on the south west area and on the northern section of the allocations. Excavations and other construction works can disrupt groundwater flow and impact on existing groundwater abstractions. The planning submission must include:
- a) A map demonstrating that all existing groundwater abstractions are outwith a 100m radius of all excavations shallower than 1m and outwith 250m of all excavations deeper than 1m and proposed groundwater abstractions. If micro-siting is to be considered as a mitigation measure the distance of survey needs to be extended by the proposed maximum extent of micro-siting. The survey needs to extend beyond the site boundary where the distances require it.
 - b) If the minimum buffers above cannot be achieved, a detailed site specific qualitative and/or quantitative risk assessment will be required. We are likely to seek conditions securing appropriate mitigation for all existing groundwater abstractions affected.
- 7.2 Please refer to Guidance on Assessing the Impacts of Development Proposals on Groundwater Abstractions and Groundwater Dependent Terrestrial Ecosystems for further advice on the minimum information we require to be submitted. This **requirement** should be detailed in the Development Framework

9. Environmental enhancements

- 9.1 We welcome the confirmation in the table on page 96 that “Developers should look for opportunities to protect and improve the water environment by taking account of the water features within and close to their sites” and “On site requirements to be delivered by developers”.
- 9.2 With this in mind we welcome the references to potentially enhancing for example links to the greenbelt, ecological corridors, watercourses, enhancing existing parks and open spaces, connecting path networks and having adequate buffer strips between development and the water environment. We also welcome the references to retaining mature trees where possible and increasing the amount of woodland along the Bucksburn corridor within the Bucks Burn Park. Newly planted trees in this area should be native and of local provenance to enhance the existing native woodland.
- 9.3 We would support the investigation of on-site environmental enhancements, for example deculverting / ‘daylighting’ watercourses, removal of hard bank reinforcement on Bucks Burn and /or re-meander a reach of the Bucks Burn adjacent to the development. Should it be necessary to install surface water headwall/s some of these works, in particular the

removal of hard bank reinforcement, could be explored in tandem. We would be fully supportive of any investigations which would seek to compensate for any historical or proposed impacts to the site, and add environmental improvements or enhancements where appropriate.

- 9.4 As such we **request** that the following is added to the end of the statement “On site requirements to be delivered by developers and any other environmental enhancement measures to be investigated and where viable delivered through any subsequent planning application(s)”.

10. Use of carbon neutral technologies and design measures

- 10.1 We welcome the reference to achieving sustainable design. Scottish Planning Policy 2014 outlines the key Scottish Government planning policy principles relating to delivering renewable heat and electricity. In particular paragraph 154 states that:

“The planning system should:

- Support the transformational change to a low carbon economy, consistent with national objectives and targets, including deriving:
 - 30% of overall energy demand from renewable sources by 2020;
 - 11% of heat demand from renewable sources by 2020; and
 - The equivalent of 100% of electricity demand from renewable sources by 2020.
- Support the development of a diverse range of electricity generation from renewable energy technologies – including the expansion of renewable energy generation capacity – and the development of heat networks;”

- 10.2 Additional policy support is provided by SPP (Paragraph 159) requiring that “Local Development Plans should support the development of heat networks in as many locations as possible, even where they are initially reliant on carbon-based fuels if there is potential to convert them to run on renewable or low carbon sources of heat in the future”.
- 10.3 The Scottish Government’s support for low-carbon and renewable sourced heat is further established in the Scottish Government’s Heat Policy Statement: Towards Decarbonising Heat (June 2015). This sets an overall target of 1.5TWh of heat to be delivered by district heating by 2020 to both domestic and non-domestic properties. This approach is sought to ensure that renewable heat makes a significant contribution to meeting Scotland’s climate change targets and support the delivery of our renewable heat target.
- 10.4 In order to deliver the Scottish Government’s targets for 40,000 homes to be heated through heat networks, new developments need to be designed to incorporate district heating. Where substantial new developments are planned, the opportunity arises for providing a heat network within the site and for this to be required and designed in at the earliest stages. New developments have a role to play in not only establishing and creating these networks, but also in connecting to networks to make use of heat that is being captured.
- 10.5 Online Scottish Government “Planning and Heat” guidance (2015) advises developers to submit an energy statement as part of their planning application which “may be informed by heat map information and include an assessment of whether an individual property or district heating solution is technically feasible and financially viable. The statement should identify any available sources of heat or other factors such as where land should be safeguarded for future district heating infrastructure.”

- 10.6 It is important to consider these issues which could affect layout, infrastructure, relationship with other developments, and energy use. New developments in areas where heat can be provided, either through existing heat networks or from planned proposed heat suppliers, should be designed to enable or facilitate connection to district heating networks. The design of new developments should incorporate space that can be safeguarded to enable pipework to be laid and/or connection to district heating networks to be made in the future if district heating is not an integral part of the original design without causing disturbance to buildings or infrastructure. This applies to all new development.
- 10.7 In light of the above, and in support of LDP Policy R7, consideration should be given to the provision of a district heating network to meet the heat demand for the proposed development, consistent with the advice provided in the Scottish Government's online Planning and Heat advice, as quoted above. This should include the submission of the following information in support of any planning submission:
- a feasibility study which assesses the technical feasibility and financial viability of heat network/district heating for this site, identifying any available sources of heat (either within the site or offsite) and other factors such as where land will be safeguarded for future district heating infrastructure.
 - Demonstration within the Design and Access statement (or other supporting statement) and detailed layout plans on how the findings of the feasibility study have been incorporated into the design and layout of the proposal.
- 10.8 The Development Framework should clearly detail the **requirement** for a feasibility study to assess the heat network and details of sustainable design considerations as part of any planning submission.

Regulatory advice for the applicant

11. Regulatory requirements

- 11.1 Authorisation is required under The Water Environment (Controlled Activities) (Scotland) Regulations 2011 (CAR) to carry out engineering works in or in the vicinity of inland surface waters (other than groundwater) or wetlands. Inland water means all standing or flowing water on the surface of the land (e.g. rivers, lochs, canals, reservoirs).
- 11.2 In addition a CAR Licence is likely to be required for the discharge from site SUDS given the scale of the development (the current threshold is a development with greater than 1000 houses).
- 11.3 Management of surplus peat or soils, or importation of material for example landscaping, may require an exemption under The Waste Management Licensing (Scotland) Regulations 2011. Proposed crushing or screening will require a permit under The Pollution Prevention and Control (Scotland) Regulations 2012.
- 11.4 The applicant should consider if other environmental licences may be required for any installations or processes, for example with regards to onsite heat generation.
- 11.5 The site boundary covers approximately 73.6 ha (less the 7.6 ha owned by Enermech). As such a Construction Site Licence may be required as this exceeds the 4 ha construction site area threshold. These apply to sites of 4ha or more in area, sites 5 km or more in

length or sites which contain more than 1ha of ground on a slope of 25 degrees or more or which cross over 500m of ground on a slope of 25 degrees or more. It is recommended that you have pre-application discussions with a member of the regulatory team in your local SEPA office.

- 11.6 Details of regulatory requirements and good practice advice for the applicant can be found on the Regulations section of our website. If you are unable to find the advice you need for a specific regulatory matter, please contact a member of the regulatory team in your local SEPA office at: Inverdee House, Baxter Street, Torry, Aberdeen, AB11 9QA, Tel: 01224 266600.

If you have any queries relating to this letter, please contact me by telephone on 01224 266656 or email at planning.aberdeen@sepa.org.uk.

Yours sincerely

Alison Wilson
Senior Planning Officer
Planning Service

Disclaimer

This advice is given without prejudice to any decision made on elements of the proposal regulated by us, as such a decision may take into account factors not considered at this time. We prefer all the technical information required for any SEPA consents to be submitted at the same time as the planning or similar application. However, we consider it to be at the applicant's commercial risk if any significant changes required during the regulatory stage necessitate a further planning application or similar application and/or neighbour notification or advertising. We have relied on the accuracy and completeness of the information supplied to us in providing the above advice and can take no responsibility for incorrect data or interpretation, or omissions, in such information. If we have not referred to a particular issue in our response, it should not be assumed that there is no impact associated with that issue. For planning applications, if you did not specifically request advice on flood risk, then advice will not have been provided on this issue. Further information on our consultation arrangements generally can be found on our [website planning pages](#).

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Our Ref: KC/N14/5

26th October 2017

Dear Sir / Madam

Greenferns Development Framework

Thank you for the opportunity to comment on the draft updated Greenferns Development Framework. Nestrans is supportive of the changes that have been made to the document since its last publication and more generally of the principles outlined in the document relating to the integration of public transport, cycling and walking links within and through development.

We would however like to highlight the need to fully consider the potential likelihood for and impact of additional traffic, particularly traffic from the AWPR and other surrounding parts of the city and how this can be discouraged from using the roads within the development as a through route to access other parts of the city and the impact that any additional traffic may have on the existing residential areas of Bucksburn, Northfield and Sheddocksley.

Nestrans would be happy to discuss these comments in more detail if required.

Yours faithfully,

Kirsty Chalmers
Transport Executive (Strategy & Delivery)

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	11 December 2017
REPORT TITLE	Berryden Corridor Improvement – Compulsory Purchase Order
REPORT NUMBER	CHI/17/037
DIRECTOR	Bernadette Marjoram
REPORT AUTHOR	Mike Matheson

1. PURPOSE OF REPORT:-

- 1.1 This report requests that Council approve the recommendation to make the Compulsory Purchase Order (CPO) to facilitate the construction of the Berryden Corridor Improvement and seeks authorisation to apply for the necessary consents to deliver the Project.

2. RECOMMENDATION(S)

- 2.1 It is recommended that Council:
- a) resolves to make a Compulsory Purchase Order and instructs the Head of Legal and Democratic Services to implement the statutory procedures following on from the making of the Order; and
 - b) instructs the Head of Planning and Sustainable Development to apply for all necessary consents to progress the Project.

3. BACKGROUND/MAIN ISSUES

- 3.1 The Berryden corridor has been identified as a route that is operating beyond its capacity leading to significant congestion and journey time delays. The Project seeks to improve upon this as well as improve existing pedestrian and cycling facilities. In addition, the Project is also intended to provide additional capacity to support the delivery of the City Centre Masterplan and other city centre transport initiatives.
- 3.2 At its meeting of 14 December 2016 (ref CHI/16/240) Council resolved to:

- approve progression of the Project;
- instruct officers to prepare a CPO to acquire the necessary land that cannot be secured by voluntary acquisition;
- instruct officers to report to a future meeting of Council to seek a resolution to make the CPO; and
- instruct officers, in tandem with the CPO preparation, to continue to attempt voluntary acquisition using delegated authority as granted by Council on 17 August 2016.

3.3 Land acquisition

- 3.3.1 Officers have progressed the design of the Project and have further defined the land required to construct the transport corridor improvement and any proposed mitigation measures.
- 3.4 Over the past year the Council has acquired several of the individual residential properties that will be significantly impacted by the Project.
- 3.5 However a number of the required plots of land are jointly owned by multiple parties. The Council needs to control these plots to progress the Project but due to the number of owners it is unlikely that full voluntary acquisition will be possible through agreement. As a result, compulsory acquisition of these plots is the only option to ensure that they can be acquired outright and within an appropriate timescale.
- 3.6 In addition to these multiple ownership plots, numerous other plots are unlikely to be acquired by agreement in an appropriate timescale based upon contact made to date, and the number of plots involved. In other instances the compulsory purchase process will allow the extinguishment of rights, or the creation of new rights required for the Project.
- 3.7 Officers will continue to seek voluntary acquisition alongside the CPO process as it is more desirable to acquire land by agreement where possible. However, considering the above and given the importance of the Berryden corridor as part of the city centre infrastructure, it is now appropriate to commence the compulsory purchase process through the making of a CPO to acquire control over all of the necessary land that is unlikely to be secured by agreement.
- 3.8 Prior to the CPO being made, fresh title searches will be carried out and other enquiries made so that the schedules are up to date with the most accurate information that is available at that time. Based on current records, it is estimated that there are approximately 900 individuals and companies that will require to be notified.
- 3.9 Of that number:
- 2 individual residential properties (one flat and one house, both on Caroline Place) will be affected by the CPO and negotiations are ongoing for the voluntary acquisition of those properties;

- approximately 90-100 contacts relate to land adjacent businesses / commercial properties; and
 - approximately 800 contacts relate to individuals holding common property interests in shared land adjacent to various residences along the corridor.
- 3.10 It should be noted that over 80% of the interests in land relate to common ownership rather than relating to individual ownership interests.
- 3.11 Preparation of the CPO**
- 3.11.1 Work to prepare the CPO has been undertaken with input from in-house Estates and Legal teams supported by external resources.
- 3.12 Design work undertaken by in-house resources supported by external resource has continued on the corridor and while it is anticipated that there will be further minor changes as the detailed design and consent applications progress any such changes are not likely to increase the required land take.
- 3.13 The results of an environmental option appraisal were considered as part of the study undertaken in 2009 and the subsequent report to the Enterprise Planning and Infrastructure Committee (ref EPI/09/110) on 26 November 2009. After considering the report, Committee instructed officers to progress the detailed design upon which the current proposals are based.
- 3.14 It has been recognised that there is a need to update the core information due to the passage of time. As a result consultants have been appointed to undertake updated air quality and noise assessments. These assessments will be more fully scrutinised as part of the planning application process. However, the preliminary updated results indicate that the impacts will be acceptable, consistent with previous conclusions.
- 3.15 Given the physical constraints of the corridor together with the preliminary findings of the air quality and noise assessments it is proposed that all practical physical mitigation measures will be incorporated into the land that is either already available or proposed to be acquired as part of the CPO.
- 3.16 It is anticipated that the detail of the Project may evolve as part of the planning application process and the finished Project will be accommodated within the land that is currently under Aberdeen City Council ownership / control as well as that acquired as part of the CPO.

3.17 Planning Application

- 3.17.1 Dialogue has been undertaken with the Planning Authority as part of the pre-application process.
- 3.18 Statutory consents such as planning, listed building and conservation area consent have yet to be secured. However applications are planned to be submitted Spring 2018. The Public Local Inquiry (PLI) Reporter / Scottish Ministers may take this into consideration regarding whether or not to confirm

the CPO. It is therefore advisable to progress the planning application and other consents concurrently with the CPO process.

3.19 An Environmental Impact Assessment (EIA) Screening has been carried out. It was identified that while environmental impact assessment was not necessary, a number of issues will likely be considered by the Planning Authority when reviewing the planning application including noise, air quality, drainage, transport and archaeological assessments, bat surveys, heritage statement, and site investigation reports. The cost associated with this is covered within the Project's allocated budget.

3.20 As the Project is supported by national and local planning and transport policy, officers consider that prospects of obtaining the necessary consents are favourable.

3.21 **Timescales**

3.21.1 If Council approves the recommendations contained in this report, the CPO will be made, advertised and served on all relevant parties. It is proposed that service of the CPO will likely be carried out by Spring 2018.

3.22 Following notice being served, the CPO will be sent to Scottish Ministers for confirmation. The process allows for objections to be made to the CPO and the objection period must be a minimum of 21 days. Any objections are required to be sent to the Scottish Ministers in writing. Should Scottish Ministers receive objections they will contact the Council to ask if the objection can be resolved and subsequently withdrawn.

3.23 Should objections from landowners, tenants or occupiers be sustained the Scottish Ministers must arrange for a PLI to be held. If a PLI were to be held, Scottish Ministers will appoint an Independent Reporter who will consider the case being made by the Council and any objectors. On completion of the PLI the Reporter will submit a report to Scottish Ministers making a recommendation on whether or not the CPO should be confirmed. Scottish Ministers will then consider the report and make a final decision on whether or not to confirm the CPO.

3.24 There are no set time scales for these processes but they typically take between 12-24 months from the making of a CPO to decision by the Scottish Ministers.

4. **FINANCIAL IMPLICATIONS**

4.1 The financial implications are as reported to Council on 14 December 2016 (CHI/16/240).

4.2 The financial implications will be managed through the preparation of a more detailed budget estimate as the detailed design progresses along with ongoing cost monitoring thereafter.

5. LEGAL IMPLICATIONS

- 5.1 The relevant legislation for making the CPO for the purposes of the construction of a road Project is as follows:
1. Sections 103, 104 and 110 of the Roads (Scotland) Act 1984; and
 2. Acquisition of Land (Authorisation Procedure) (Scotland) Act 1947.
- 5.2 There are likely to be claims arising from the Project from landowners and other affected parties based on the Land Compensation (Scotland) Acts 1963 and 1973 which may take several years after completion of the Project to settle.

6. MANAGEMENT OF RISK

6.1 Financial

- 6.1.1 The costs associated with the CPO process may have a potential impact on the budget. The potential impact will be managed through the preparation of a detailed budget estimate along with assessment of risks and ongoing cost monitoring. Aberdeen City Council is not in control of the requirement for a PLI, the timing or the length of time the CPO process may take. As a result, there will be a medium residual risk which will be managed through ongoing cost monitoring.
- 6.2 The compensation values as agreed or determined by the Lands Tribunal in due course may exceed the estimate and that of the budget set aside for the acquisition. At this stage it is difficult to predict to a high degree of accuracy the future market value of the properties that will be required for the Project. As a result, there will be a medium residual risk which will be managed through ongoing cost monitoring.

6.3 Employee

- 6.3.1 There are no risks identified directly affecting employees.

6.4. Customer / Citizen

- 6.4.1 There is a risk of objections from customers and citizens particularly from those directly affected by the Project and/or the compulsory purchase process. This will be mitigated by continued dialogue with those affected by the proposals. Compensation will also be payable under the statutory rules to affected landowners and other property interests. However, it may not be possible to satisfy all objections to the proposals and as a result, there will be a high residual risk.
- 6.5 There is a risk associated with not providing an improved transport network which does not reflect the needs of the economy and society. This will be

mitigated by progressing the Project. As a result, there will be a low residual risk.

6.6 Environmental

- 6.6.1 It is likely that the proposals will lead to some detrimental impacts in the locality of the corridor. These include noise, air quality, ecology, heritage and the impact upon the built environment. These are matters that will be considered as part of the planning application process. Following discussions with the Planning Authority and considering the preliminary updated findings of the noise and air quality assessments officers consider that the impacts are likely to be judged acceptable against the relevant standards. As a result, there will be a medium residual risk.

6.7 Technological

- 6.7.1 There is an opportunity to incorporate variable message traffic signs and traffic monitoring equipment within the corridor to help monitor and influence traffic movement along the corridor and over the wider area. As there is a lead in time between specifying such technology and the corridor becoming fully operational there is a risk that emerging technology may be more fit for purpose than that specified in the contract. This can be mitigated by allowing a sum in the contract for providing necessary apparatus to be specified at the time of installation. As a result, there will be a low residual risk.

6.8 Legal

- 6.8.1 The need for and duration of a PLI is a matter for Scottish Ministers and their appointed Reporter in accordance with statute. This will depend upon whether or not objections from landowners or other affected land interests are raised during the CPO process. This will be mitigated by continued dialogue with those affected by the proposals. However, it may not be possible to satisfy all objections to the proposals and as a result, there will be a high residual risk.
- 6.9 The CPO may not be confirmed if a suitably robust case is not made. This will be mitigated by the preparation of reports and supporting documents that will inform the process. As a result, there will be a low residual risk.
- 6.10 Statutory consents such as planning approval have yet to be secured, but the necessary applications are proposed to be submitted for determination by Spring 2018. The PLI Reporter / Scottish Ministers may take this into consideration on whether or not to confirm the CPO. However, as the Project is supported by national and local planning and transport policy, officers consider that prospects of obtaining the necessary consents are favourable. As a result, there will be a medium residual risk.

- 6.11 There is Crown land to be acquired for the purposes of the Project. Under section 146 of the Roads (Scotland) Act 1984 Crown land is exempt from compulsory purchase, except where such land is included in a CPO by agreement with the relevant Crown entity. Accordingly the Project may require to be modified if the relevant Crown land is not secured by agreement. This can be mitigated by continuing the discussions with the affected parties (NHS and Police Scotland) with a view to securing the land voluntarily. Ongoing discussions indicate that the prospects of securing the land by agreement are good. As a result, there will be a low residual risk.

6.12 Reputational

- 6.12.1 There is a risk that Aberdeen City Council will experience reputational damage from supporters of the Project if it does not proceed. This will be mitigated by progressing the Project. As a result, there will be a low residual risk.

- 6.13 There is a risk that Aberdeen City Council will experience reputational damage from objectors to the Project if it proceeds. This will be mitigated by trying to address issues raised by objectors but this may not be achievable in all instances. As a result, there will be a medium residual risk.

7. IMPACT SECTION

- 7.1 This section demonstrates how the proposals within this report impact on the strategic themes of Aberdeen City Council and Community Planning Aberdeen, as set out in the Aberdeen City Local Outcome Improvement Plan 2016-26 and the Aberdeen City Council Strategic Business Plan.
- 7.2 Compulsory purchase is only justified where there is a compelling case in the public interest, and where the impact on affected individuals is considered reasonable and proportionate. This involves a balancing of the public interest in the Project against those private interests.
- 7.3 As is often the case with significant infrastructure improvement in the built environment, there are positive and negative impacts associated with the delivery of the Project.
- 7.4 The corridor improvement will bring with it some localised negative impacts such as reduced air quality, increased noise and impacts upon the built and natural environment. These negative impacts need to be weighed against the positive impacts the Project will deliver such as improved movement of goods and people and improved walking and cycling facilities. The Project also contributes to wider network changes that seek to make the city centre a more attractive place for retail, recreation and business.
- 7.5 Overall it is considered that there is a compelling case in the public interest for the Project and the CPO which will enable it to happen. The compulsory

purchase is considered to be necessary; reasonable and proportionate in the circumstances.

- 7.6 Any impacts should be considered fully as part of the planning application process. However, there are no known negative issues that are considered to be insurmountable such that the Project should not progress.

7.7 Economy

- 7.7.1 The Local Outcome Improvement Plan (LOIP) affirms the Council's position to encourage a prosperous economy through the primary driver of 'Investment in Infrastructure':

"We are committed to investing in an infrastructure that caters for the needs of a high performing international city economy – roads with capacity to cope with the demands of business, extensive air and sea links, digital connectivity to develop competitive business, and a competitive and accessible public transport system".

- 7.8 The Council aims to support improvement in the local economy to ensure a high quality of life for all people in Aberdeen, and the relevant Regional Economic Strategy embraces this in the vision through the 'development of infrastructure for commuter, visitor and freight transportation – nationally and internationally'. As the Project has been developed to support the Local Transport Strategy (LTS), it will also aid economic development. The LTS recognises the increasing role that transport contributes, both positively and negatively, to the health agenda. Taking this into consideration the current vision for the Aberdeen LTS is:

"to develop a sustainable transport system that is fit for the 21st Century, accessible to all, supports a vibrant economy, facilitates healthy living and minimises the impact on our environment".

- 7.9 Using standard calculation methodologies based upon the current estimate and projected traffic movements, the Project is forecast to produce a positive cost to benefit ratio. This means that the Project is predicted to represent a beneficial investment for the city.

7.10 People

- 7.10.1 The content of this report relates to the general travelling public and how they move around the city, and also the local communities who are directly affected by the Project. This report will be of interest to residents/ proprietors/ businesses within Aberdeen City.

- 7.11 The report has the following links to the Local Outcome Improvement Plan.
- We will develop infrastructure for commuter, visitor and freight transportation
 - We will promote health and wellbeing in all policies by Community Planning Partners to maximise contribution toward prevention of ill health and reduction in health inequalities.

- 7.12 The use of compulsory purchase will have an impact upon individuals and its use is justified only where there is a compelling case in the public interest, as is considered to be the case here.

7.13 Place

- 7.13.1 The report links with the theme Prosperous Places, which includes the priority empowered, resilient and sustainable communities and both primary drivers of safe and resilient communities, and people friendly city.
- 7.14 It is intended that the Project will improve the existing carriageway alignment and network capacity whilst also improving the walking and cycling facilities. These improvements should make the corridor more attractive to non-motorised users aiding in the promotion of more sustainable travel options.
- 7.15 Sustainable urban drainage systems, including detention basins, are proposed to improve the quality of surface water runoff.
- 7.16 The proposals will have a direct impact on the built environment but this is often unavoidable in the case of significant urban infrastructure improvement.
- 7.17 Due to the nature of the Project, it is inevitable that existing 'greenspace' in the locale will be affected. Much of this greenspace land has historically been reserved for the corridor improvement and every effort will be made to provide additional suitable landscaping where feasible.

7.18 Technology

- 7.18.1 The use of the CPO has no direct implications for the advancement of technology.

8. BACKGROUND PAPERS

CHI/16/240 - Council - Berryden Corridor Improvements Scheme, Compulsory Purchase Order – 14 December 2016

CHI/16/100 – Council – Berryden Corridor Improvements – 11 May 2016

EPI/09/110 – Enterprise Planning and Infrastructure Committee – Berryden Corridor Transport Infrastructure Improvements – 26 November 2009

Compulsory purchase and compensation; A guide for owners, tenants and occupiers in Scotland <http://www.gov.scot/Resource/Doc/360922/0122046.pdf>

9. APPENDICES

Appendix 1 – CPO Plan

10. REPORT AUTHOR DETAILS

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HEAD OF SERVICE DETAILS

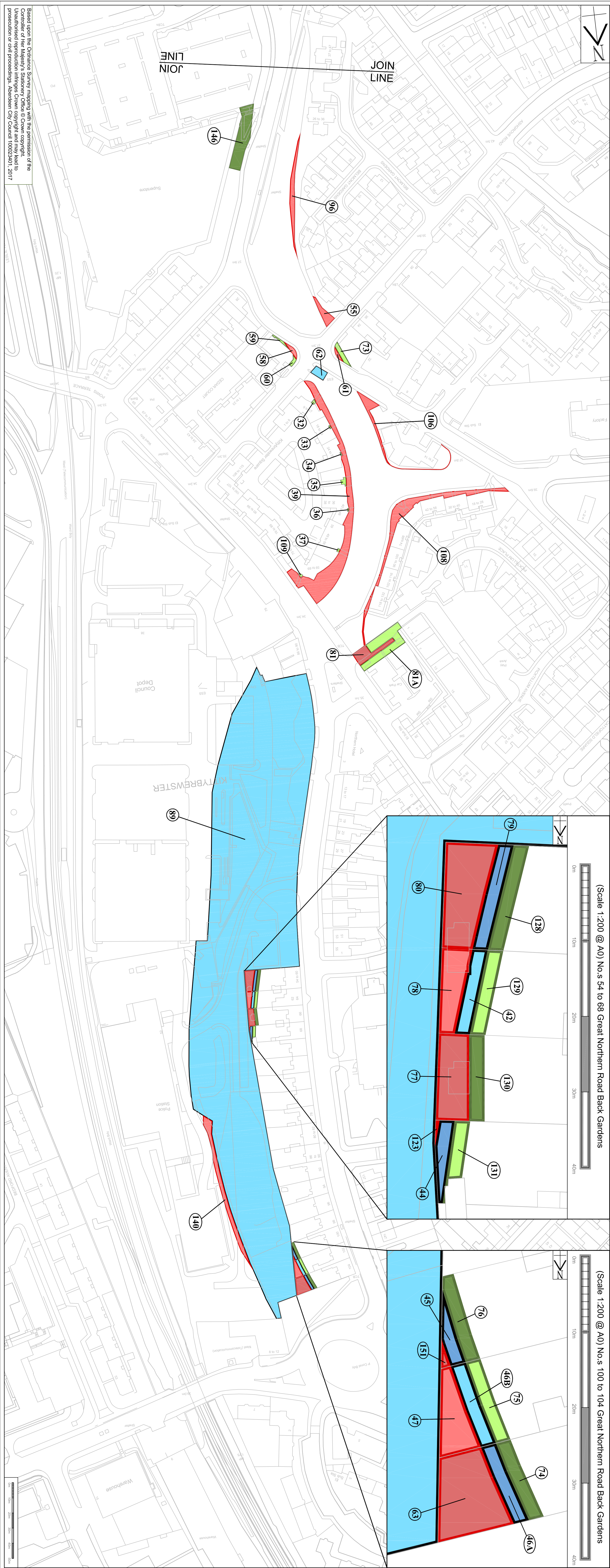
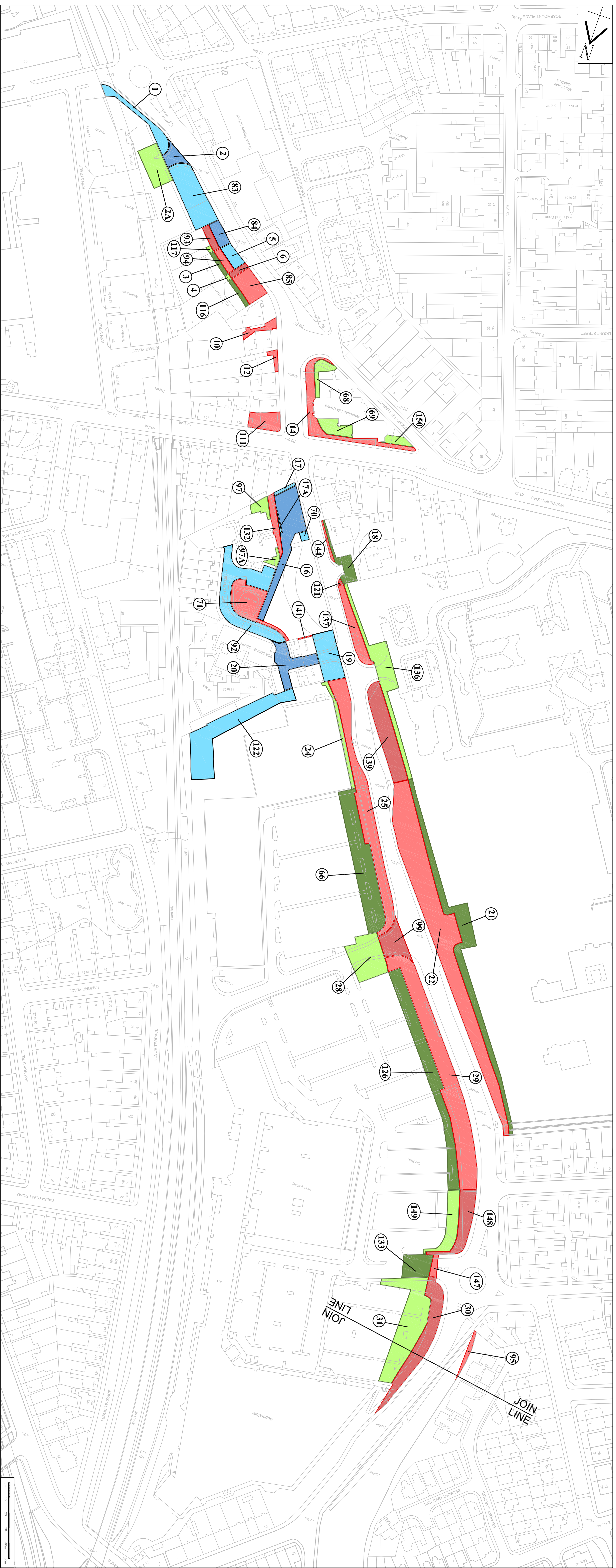
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Appendix 1

CHI/17/037

CPO Plan

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COMMITTEE	Council
DATE	11 December 2017
REPORT TITLE	Bon Accord Care – Annual Performance Report
REPORT NUMBER	HSCP/17/094
MANAGING DIRECTOR	Sandra Ross, Bon Accord Care
REPORT AUTHOR	Judith Proctor, Chief Officer, ACHSCP

1. PURPOSE OF REPORT:-

To present Full Council with Bon Accord Care's annual performance report for 2016/17.

2. RECOMMENDATION(S)

It is recommended that Full Council:

- (a) Note Bon Accord Care's Annual Performance report, as attached at Appendix A.

3. BACKGROUND/MAIN ISSUES

- 3.1 Bon Accord Support Services (BASS) and Bon Accord Care (BAC) are local authority trading companies owned by Aberdeen City Council (ACC); starting on 1st August 2013, the first of their kind in Scotland. For operational purposes Bon Accord Care is used as a collective term to reflect both companies.
- 3.2 The Annual Performance report at Appendix A provides an oversight of the activities and performance of Bon Accord Care for the financial year 2016-17. The report includes an oversight of Bon Accord Care, including their values, mission and strategic aims; their resources; how they report; their governance processes and the work they do.
- 3.3 It also provides key performance information through statistics, case studies and testimonials, in areas including:
 - Maximising the efficiency and quality of service delivery
 - Workforce (training, recruitment, retention)
 - Complaints and compliments
 - Care Inspectorate Grades
 - Awards including the Health Living Award

- Delivery on core business
- Commencing new and innovative services at an early intervention stage
- Financial performance information

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications arising directly from the recommendations of this report, as it provides an overview of historical financial performance for the year 2016/17.

5. LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications arising from the recommendations of this report.

6. MANAGEMENT OF RISK

- 6.1 Financial – risks have been considered and no risk identified
- 6.2 Employee – risks have been considered and no risk identified
- 6.3 Customer / citizen – risks have been considered and no risk identified
- 6.4 Environmental – risks have been considered and no risk identified
- 6.5 Technological – risks have been considered and no risk identified
- 6.6 Legal – risks have been considered and no risk identified
- 6.7 Reputational – risks have been considered and no risk identified

7. IMPACT SECTION

7.1 Economy

As the report provided a historical overview of performance, there are no direct impacts for the economy arising from the recommendations in this report.

7.2 People

As the report provided a historical overview of performance, there are no direct impacts for people arising from the recommendations in this report.

7.3 Place

As the report provided a historical overview of performance, there are no direct impacts for the place arising from the recommendations in this report.

7.4 Technology

As the report provided a historical overview of performance, there are no direct impacts for technology arising from the recommendations in this report.

8. BACKGROUND PAPERS

NA.

9. APPENDICES

Appendix A - Annual Performance Report 2016/17

10. REPORT AUTHOR DETAILS

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BON ACCORD CARE CONTACT DETAILS

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Annual Performance Report 2016/17

Working together for your 5 star service

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Chairman's Welcome

I am delighted to present our 4th annual performance report which highlights the positive impact we continue to make on some of the most vulnerable in our community within Aberdeen City. We are a values based company delivering Service, Quality and Value with Integrity, Pride and Innovation; I believe this report highlights how we deliver day to day with these strong drivers in place. We have a business focus and we understand that value for money is essential, but we also drive quality; after all we deliver to some of the most vulnerable in our city.

We have increased our quality grades, reduced our absence, made substantial savings and continued to deliver on our commissioned services. We have sought to look for opportunities to work with

our partners in the voluntary, private and public sectors and we align with the strategic priorities of our commissioners.

I am pleased with the journey through 2016/17 and I see a continued strong commitment from our executive and wider management team to deliver real results for the people of Aberdeen.

On behalf of the Board I encourage you to read, absorb and share in the celebration of success that is Bon Accord Care.

Graham Parker, Chairman



Managing Director's Welcome

What a journey 2016/17 has been! We have continued to deliver on our strategic aims; core commissioned services are delivered, efficiency and quality are improving and innovative services continue to grow. The commitment this demands of the team is significant and I thank each and every staff member.

Our skilled and qualified workforce deliver on a day to day basis, compliments and feedback from the people who use our services is positive and regulators have evidenced this through increased grades. We continue to focus on the future, designing and delivering services to

meet demand while taking consideration of the increasing strain on resources, both in terms of people and finance.

I am proud of our staff team; they have had their hard work recognised through publications by the Scottish Social Services Council, College of Occupational Therapists, the cHeRries Awards and Care News.

A handwritten signature in white ink that reads "Sandra Ross".

Sandra Ross, Managing Director

Who We Are

Bon Accord Support Services (BASS) and Bon Accord Care (BAC) are local authority trading companies owned by Aberdeen City Council (ACC); starting on 1st August 2013, the first of their kind in Scotland.

Bon Accord Care contracts with BASS which commissions directly with Aberdeen City Council. For operational purposes we use Bon Accord Care

as a collective term to reflect both companies. Operationally, we work with our key partners Aberdeen City Council (ACC) and Aberdeen City Health and Social Care Partnership (ACHSCP) to deliver a range of services across Aberdeen. These focus on Older People Health & Social Care services, providing support and encouragement to enable them to live as independently as possible, today and in the future.

Our core values underpin all that we do:

Service, Quality and Value delivered with Integrity, Pride and Innovation

Our mission is:

Working together for your 5 star service

Our key strategic aims are:

- 1. Deliver on our core business**
- 2. Maximise efficiency and quality of service delivery**
- 3. Commence innovative services at an early intervention stage to reduce demand on more complex services.**

We have an important role to play in enhancing lives and wellbeing; all that we do matters.

Who We Are

Our Resources

The majority of our income is from delivery of commissioned services amounting to £26M of a £27M turnover. Being a company which is based on service delivery, our largest expenditure is in staffing costs, which accounts for 85% of the total. We have a very lean management and business support function with overheads being carefully monitored and managed.

We recognise as a company that there will be continued pressure on public funding, and understand the role that we must play in reducing expenditure and exploring other avenues of income generation. To this end, we have achieved direct trading which this year accounts for 3.6% of all income.

Commercial Income



How We Report

The joint Bon Accord Care Board meets eight times per year for general business. The Board comprises of the Chairman, Managing Director, Finance Director and 4 Non-Executive Directors; with all members being the same since inception.

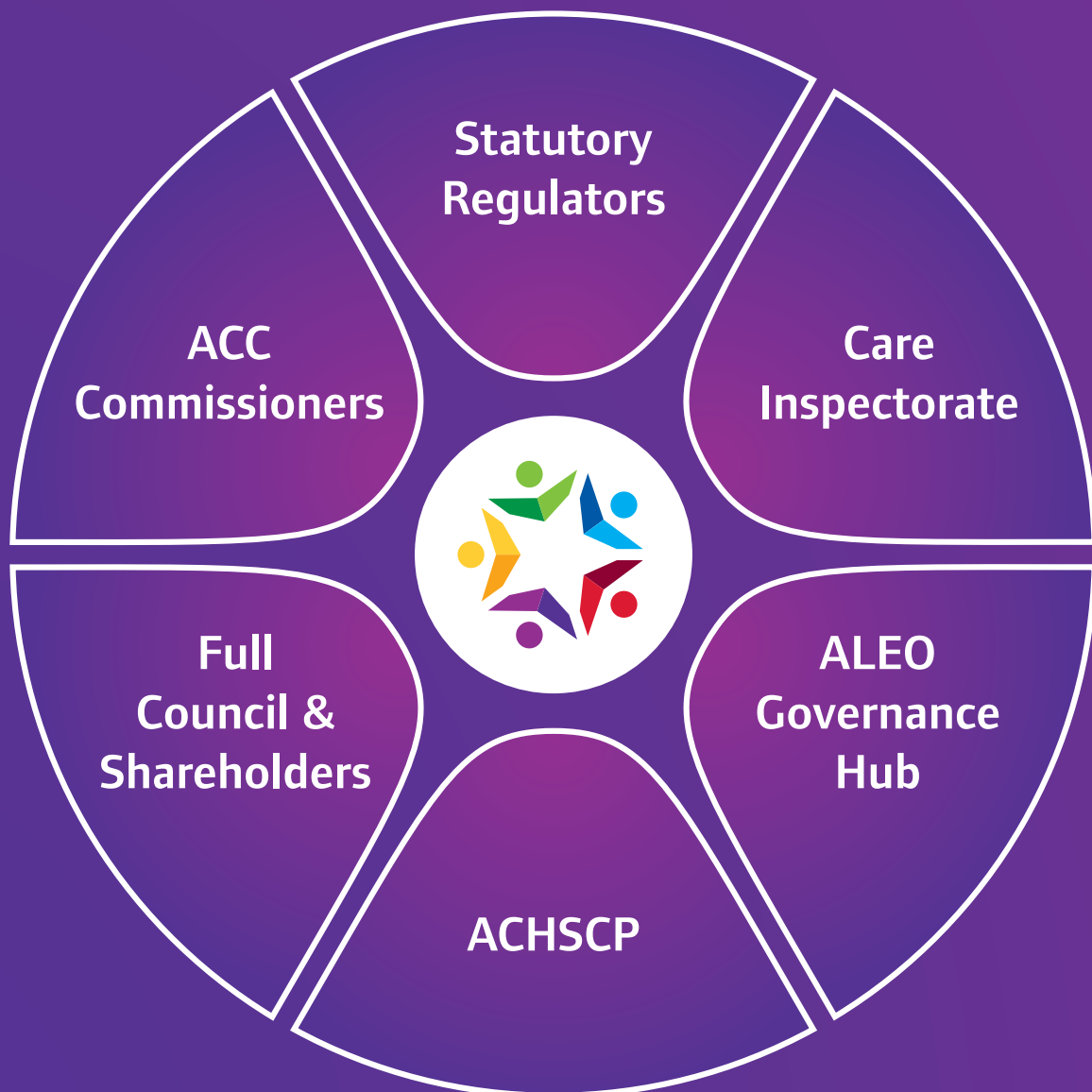
Reports are prepared for the Board which reflect financial, operational, personnel, risk and health and safety information.

Reports and information relating to service

specifications are also shared with Aberdeen City Council and ACHSCP on a weekly and monthly basis.

An annual performance report is presented to full Council annually by the Managing Director.

Our care services are heavily regulated and regular inspections are undertaken by the Care Inspectorate, Fire Service and Environmental Health.





Who We Are

Governance

Audit Scotland suggests that where councils fund Arm's Length External Organisations (ALEOs) it is important to maintain control and accountability over public funds. This requires the ability to 'follow the public pound' across organisational boundaries – from the point at which money leaves the council to the point at which it is ultimately spent by the receiving organisation. As a company, Bon Accord Care complies with these principles and Aberdeen City Council's local code of practice, 'following the public pound'. There is a high level of scrutiny and diligence to ensure that Bon Accord Care delivers the services for which we are funded. The company Directors are legally

accountable to the shareholder (Aberdeen City Council) for the operations of the company and are responsible for setting the strategy and the operational decisions that will meet the objectives of the company.

Four times a year the Executive Directors report on the financial, operational, risk and Health & Safety information to the Arm's Length External Organisation (ALEO) Governance Hub, providing assurance of strong and effective governance at a company level. This, in turn, provides assurance to members of the Audit, Risk and Scrutiny committee, as well as to members of the relevant service committees.



Our Work

As a company we are business focused, with a strong social conscience to deliver a significant social impact.

2016/17 has proved to be a positive year in terms of financial and operational performance. We have remained focused on our strategic aims and delivered on our contractual arrangements. We continue to work closely with our key stakeholders to align ourselves with their priorities which will achieve positive outcomes for the people of Aberdeen.

We understand that integration and collaboration will see positive benefits and deliver new ways of working across Aberdeen; therefore we take cognisance of, and align with, the Scottish Government's 9 National Health and Wellbeing Outcomes.

Our continued ability to deliver confirms the positive role that Bon Accord Care has, and the impact we can make; by being flexible, adaptable, resource efficient and aligned with our own and our commissioner's key priorities.



Our Performance

Maximising Efficiency and Quality of Service Delivery

In the current financial climate, in which all providers across the public and private sector operate, it is essential to deliver value for money while maintaining quality of service provision. At BAC we are also conscious of the need to deliver and remain accountable through 'following the public pound' for the use of our resources.

We strive to maintain service provision, increase quality and reduce expenditure. Our performance in 2016/17 has been successful in all three areas. We have delivered on a budget which required

savings of £430,000; we have achieved this through continuing to focus on areas which we can improve on, such as staff absence rates and external agency usage. We have seen a 6 day reduction in staff absence per employee since March 2014 and the progress in 2017 continues to drive this efficiency. This is largely due to our proactive approach in supporting staff to attend work and offering a wide range of opportunities to enable them to remain at, or return to work, which has received external recognition.

Reduction in Sickness Absence



6.5% in 2014/15



6.0% in 2015/16



5.5% in 2016/17





Case Study

cHeRries Awards 2017



Bon Accord Care was a finalist in the cHeRries Awards 2017, where Human Resource professionals from across the North East celebrated the achievements of their peers at the star-studded 10th annual event on 1st of June.

We were shortlisted in the category of 'Extraordinary HR Initiative', for our continued commitment to supporting attendance. This innovative approach is based on the underlying principle of a self-management approach, where we encourage employees to be responsible for their own health and wellbeing through empowerment and ownership.

The initiative is aimed at prevention, a degree of flexibility and mutual respect. It requires firm, fair and robust process and policy with a focus

on the importance of data to aid management information in making investments in the correct strategies. All elements of our initiative take cognisance of the legal and ethical obligations faced by companies to make reasonable adjustments to support staff. The implementation of our initiative is supported by cultivating a positive health, safety and wellbeing culture through policy and process; promoting health awareness to support employees in their everyday lives, in work or at home.

On the night, we lost out to the worthy winner, Helen Strachan of Wood Group. We are proud of our achievement in reaching the finals and it is a celebration of the real collaborative working across BAC, Aberdeen City Council HR and union colleagues.

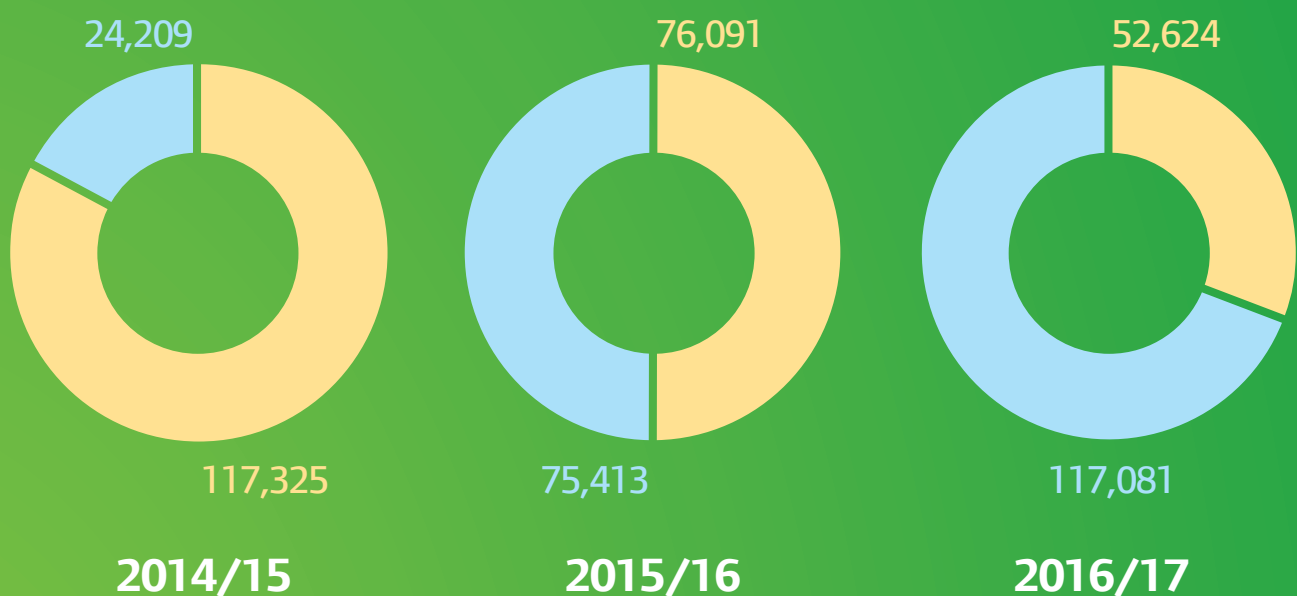


Our Performance

We have sought to reduce expensive agency costs to our company. Our ethos is that by using our internal resources and growing the resilience of the company to accommodate absence, annual leave and vacancies, we can drive quality and consistency of provision. We have achieved this reduction by developing our own internal pool of staff that are offered flexible working

patterns, development opportunities and the ability to gain valuable sector experience while they gain qualifications. We currently employ 455 staff on our support pool who provide around 2,200 hours per week to support annual leave, absence and vacant positions. We also support ACC services with an average of 180 hours per week.

Agency Hours and Support Pool Hours Delivered



- Agency hours delivered
- Support Pool hours delivered

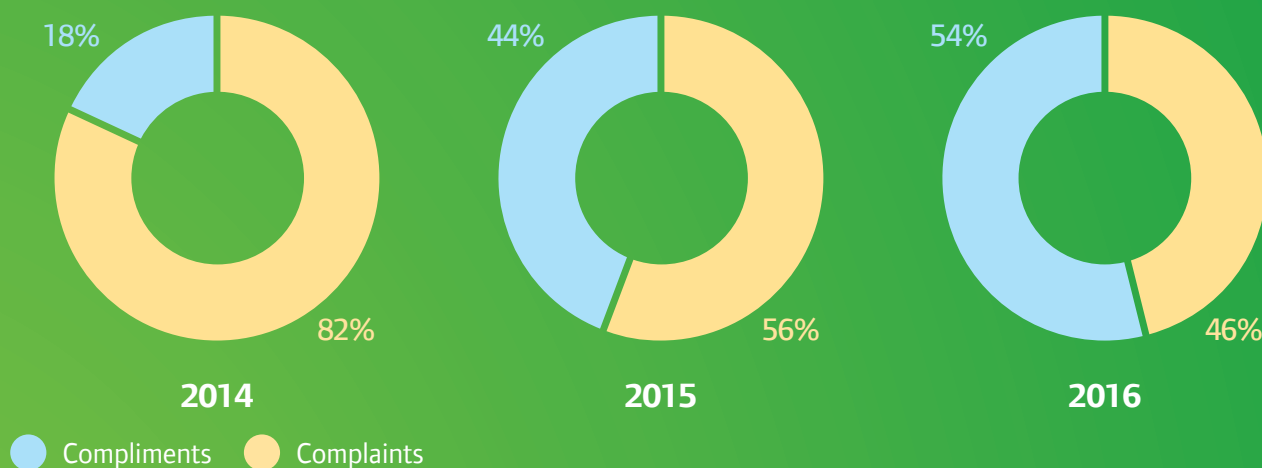


Our Performance

We never lose sight of our quality of service delivery, even though efficiency is a key driver, as we provide services to some of the most vulnerable in Aberdeen City. We actively seek feedback, listen to views and learn from the opinion and information we receive from the people we support.

We are confident that the people who use our services feel comfortable, and have direct access, to voice their views and opinions ensuring we drive quality of provision in areas which are perceived as required. The significant increase in compliments received means we can continue to embed best practice.

Trend of Complaints and Compliments



As well as receiving the views of our service users, we are regulated and inspected by the Care Inspectorate. This body regulates all care services in Scotland using the National Care Standards, set out by the Scottish Government, as a benchmark for how each type of service should perform. These standards are the minimum that you should expect when using care services.

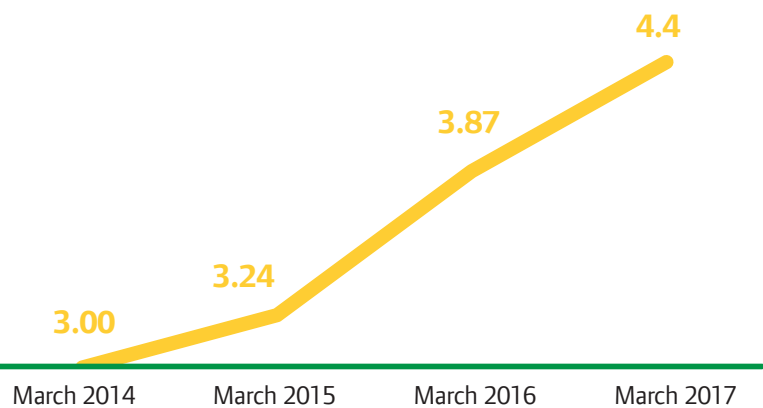
While a service is operating we evaluate each service against up to four of the most important aspects of care. We have seen a 68% increase in our quality grades, since 2013. This is a reflection of the hard work, commitment and quality of service that we continually deliver to the people who use our services.

Care Inspectorate Average Grade

Very Good ○

Good ○

Adequate



Quality is of paramount importance, and due consideration is given to how these services are delivered to ensure they are what people want. We work together for your 5 star service; with the aim of maximising people's independence, we enable people.

The introduction of our unique enablement approach across our services ensures our support staff are suitably trained to enable people. Through our Enablement Occupational Therapists delivering this training, our support staff gain

the skills and knowledge to look at the abilities of people and support them to do what they can for themselves. This embedded approach addresses the needs of the whole person, including physical, social and emotional needs to promote independence, good health, wellbeing, confidence and happiness. The Enablement Team were singled out for praise in a UK-wide report by the Royal College of Occupational Therapy, released in July 2017, as an example of best practice that should be adopted more widely.

Enablement Team have worked:



across 33 sites



trained 294 support staff



who in turn provide support to
482 who use our services

"We read care plans that demonstrated that staff had helped people retain skills and, in some cases, regain skills that they had lost. As a result of this approach some care packages had reduced and outcomes for many people had improved"

Care Inspectorate Report, May 2017

"I now feel independent with only minimal support"

Service User





We pursue a suitably qualified and trained workforce, with 341 of our staff currently registered with the Scottish Social Services Council. The register for care at home staff will

open later in 2017, and we are fully committed to supporting staff in gaining their qualifications to ensure a professionally registered workforce.

Case Study



Scottish Social Services Council Myth Buster Day Supported Social Care Staff Through Registration.

The event was produced by Bon Accord Care, ACVO, My Care Grampian, Raeburn and ACC, including Unison, GMB and Unite unions. The first of its kind in Aberdeen, and for the sole benefit of staff, the event celebrated true partnership working that paves the way for future collaboration in trying to achieve common goals.

Representatives from across the social care sector attended the event, held in June at the Beach Ballroom, Aberdeen to learn about key aspects of registration, available support and to discuss topics that were important to them in their working lives.

Councillor Sarah Duncan, Vice-Chairperson of Aberdeen Integration Joint Board spoke at the event and said:

“There are many positives to social care registration: it puts obligations on employers to develop and support their staff and they have requirements to meet under the

code too. It also provides a guarantee of quality and helps raise the status of your jobs. You are, too often, the overlooked and unheralded heroines and heroes in our communities who help more vulnerable people lead independent and dignified lives. You have as much right to training, development and support as nurses, doctors, teachers and social workers”.

She also said,

“It’s great to see partners from across the health and social care sector in Aberdeen work with the SSSC and trade unions to support staff who may, understandably, be anxious about the regulation and registration process. I hope this event gave social care staff confidence in their skills and abilities and reassurance that they will be supported throughout their career in social care.”

Through partnership working with our staff, HR and union colleagues, we aim to have a supportive environment where the culture promotes accountability, responsibility and expectations. We examined how we work and made suitable changes that led to a self-management approach to reflect our belief that everyone desires to come to work to do a good job, and through supportive measures, we can, as a team, deliver exceptional results. We have made better use of our resources by being proactive in our policies and processes; we are embedding a quality management system to ensure we deliver consistently and in line with best practice. Our robust audit system facilitates a clear level of expectation and delivery across

the company. Together we achieved a decrease in staff grievances and incidents, with the actions taken being consistently fair and appropriate. This approach ensures we make better and more productive use of our people's time and promote a positive working environment.

Our staff deliver service, quality and value with integrity, pride and innovation; and are our greatest asset. We recognise the environment in which we operate where staff are the most valuable resource and employment opportunities are many, and as is often quoted, we train and equip people for them to leave us, but treat them well so they want to stay.

Testimonials of Those We Support

"Carers treat every person in the home as an individual and respond to residents in the capacity which suits the resident best. Every member of staff, working in every area, have shown how caring and compassionate they are over the last year since mum arrived. It must be recorded that the staff have, without exception, restored my faith in human beings"

Lynda

"My husband enjoyed his stay very much. It is wonderful for me to get some rest with an easy mind in the knowledge he is so well looked after and is so happy"

Elsa

"I was delighted by the friendly and caring staff. The varied and tasty menu was a very welcome surprise"

Nikki





Our Performance

We have focused on staff wellbeing and achieved our Silver Award for Healthy Working Lives, through NHS. This is a significant achievement and recognises the combined effort, enthusiasm and commitment across the company for a positive and healthy approach.

We take our approach to healthy lives that step further, with our Health Living Awards recognition across our services, to have a positive impact on our service users.

We believe this positive approach to our team is reflected in our turnover rates. Scottish Care reported in a survey of social care providers in 2015 that turnover rates for care workers is around 22%, increasing to 30% in domiciliary care; we have remained at 10% overall. The profile of our staff reflects 51% of our staff over 50 in 2014, which has dropped to 48% in 2016, and has impacted turnover due to a 25% increase in staff retirements from 2014 to 2016.

Testimonials of Those We Support

"The great care provided would not have been possible without your team's patience, kindness and high standards that you aspire to daily"

Lorraine

"I wish to convey the fantastic service provided by Bon Accord Care. Your staff help myself and others lead an independent way of life; always knowing help is there if we need it. For me, you have reached your 5 stars"

Brian

"Thank you doesn't seem enough for all the help, support and friendship you have given us over these past three years"

Kathleen

"I will never forget your kindness to me, goodness knows what would have happened if you hadn't helped as you did, when you did"

Nan

"My mother's enduring wish was to remain in her own home; thank you for helping to make that possible"

Susan

Case Study



healthy living
award

Healthy Living Award

Bon Accord Care has been successful in achieving Healthy Living Awards across six care homes and very sheltered housing, the first company in Grampian and one of just a few in the whole of Scotland.

The awards, operated by NHS Scotland and supported by the Scottish Government, were given in recognition of our commitment to delivering a five-star service and improving the health and wellbeing of every resident by following best catering practices.

A poor diet is related to many health conditions which can lower the quality of life for older people, and affect the degree of dependency on care staff. A nutritionally rich diet plays a key part in ensuring residents feel enabled to lead fulfilling lives.

Changes to cooking practices were introduced, in particular the preparation of food, with an increased focus on reducing salt, fat and sugar

content to offer healthier options every day. Training is given to catering staff to support new ways of cooking and highlight the benefits of a healthy, nutritionally balanced diet. These simple changes make a big difference to residents' health and wellbeing.

Jorge Espinola, Catering Supervisor said:

"We could not have achieved these awards without exceptional team work that went on behind the scenes. This new way of working has led to an increase in choice for residents and gives access to more healthy options. Every day the catering teams now work with the conditions of the award in mind; making a positive impact on peoples' everyday lives".

Bon Accord Care holds awards at the following establishments: Denmore Court; Balnagask House; Rosewell House; Fergus House; Craigielea Gardens; Victoria Grange.



Our Performance

The profile of our staff group has changed through targeted recruitment and retention. We ensure a positive working environment to retain our staff group with a wealth of knowledge and skills, while at the same time actively

promoting social care as a career of choice for young people. We support this through being a provider of modern apprenticeships and working closely with youth employability schemes. We are also a proud partner of St. Machar Academy.

Case Study



New Flagship Partnership Established

This partnership aims to raise awareness of the careers and skills required to work in the care industry and provide the school with a committed business partner to support the activity designed to prepare young people for the world of work.

Nicola Dinnie, Operations Director for Bon Accord Care said:

“Bon Accord Care is excited at this opportunity to partner with St Machar Academy and introducing a career in Health and Social Care to the school pupils.

“There are many avenues individuals can take within the sector and we look forward to supporting those who wish to consider such a career.”

Janice Duncan, Depute Head Teacher of St Machar Academy, added:

“We are very much looking forward to working in partnership with Bon Accord Care to offer our students an excellent opportunity to explore and experience the many differing career routes within the care sector.”

DYWNES recognises this as a great example of collaboration between industry and education, with benefits to both parties.

Rose Sharp, Liaison Officer at St Machar Academy, was also very positive about the future and went on to say:

“Exciting times are ahead for St Machar Academy as we progress our recent partnership with Bon Accord Care. We look forward to offering our young people, interested in all sectors of the care industry, the opportunity to learn from and work with such a forward thinking company.”





Case Study

Maureen's Story



"When you have such bad depression, coupled with something like rheumatoid arthritis, which I have, your confidence just evaporates. I had got to the stage where I didn't care about anything or myself. I had really let myself go. I'd also lost a lot of weight.

However, Carol and Jen took me on with 3 home visits and when I saw how I had been living, it was quite a shock.

After the first, and certainly after the 2nd and 3rd visits, I was beginning to think in terms of a future for myself. I was thinking about me as a person, I still mattered, which I had lost all feeling of, and a lot of this was down to Carol and Jen. I'm a totally different person; the way I feel inside is completely different from how I felt before.

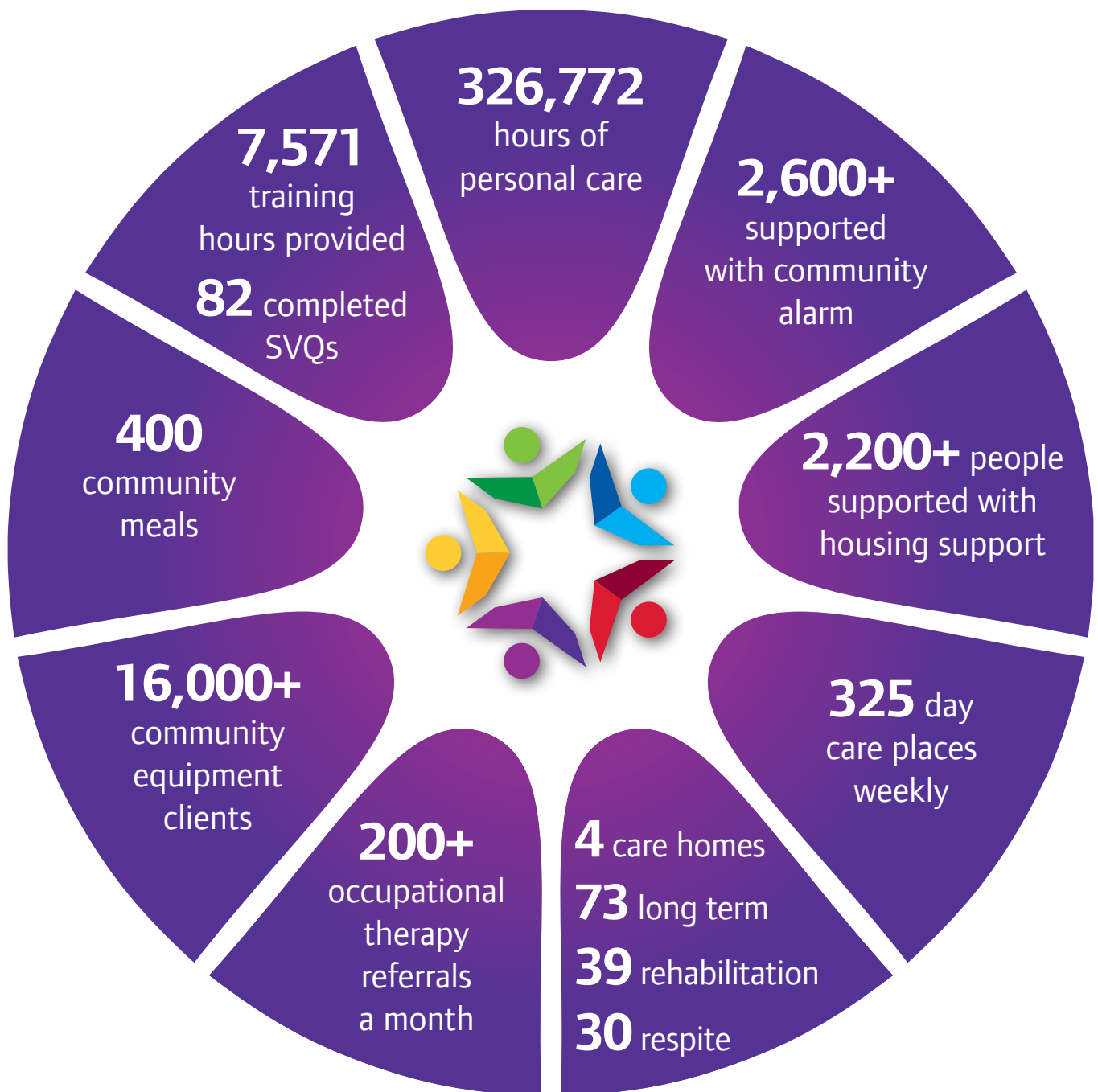
My Home Help, Jen, comes to see me for 2 hours every week, and during that time she does shopping, housework, cleaning, and attends to what I need. We have been shopping together, and I have been out and about more which has increased with Jen's afternoon visit. I look forward to that, very much.

I suppose 'Looking forward', are two of the most important words that I could use. I haven't looked forward to anything. Anyone who has problems similar to mine, any problems at all, I would have no hesitation whatsoever in recommending City Home Helpers.

Coupled with the help I received at Rosewell House you could say, quite simply, that Carol and Jen have saved my life."

Our Performance

Delivering on our Core Business



Commencing New and Innovative Services at an Early Intervention Stage

We have continued to develop our innovative services. We have seen growth at our Independent Living Centre at Hillylands, with the introduction of a well elderly programme that has proved successful to date. City Home Helpers has steadily grown to support even

more people within their own homes, and local communities. It is a bespoke service designed to maintain peoples' independence, where all staff are trained in enablement, elementary food hygiene and all BAC mandatory courses to fully support individual needs.

"It was very difficult to access other suitable services at all. They were either slow to respond, or couldn't guarantee specific times which are crucial to us. The service has allowed me to return to work full time, which I was previously unable to do, and we are far less stressed. The need for consistency and reliability were most important to me and the service has given me the reassurance I need"

Karen

"There isn't another service offering what City Home Helpers can"

Anne

"Prior to finding City Home Helpers we had no other help and were struggling on a daily basis. It was difficult to find a company that delivers this type of service, I think the service is unique!"

Geoff

City Home Helpers

 **4,105** Total number of hours provided

 **82** Number of customers

As of April 2017

Our internal services for staff have focused on the development of our in house Occupational Wellbeing team, through which we have further developed our Occupational Therapy rehabilitation support, have dedicated Mental Health First Aiders and a Supporting Attendance Advisor. These supports have facilitated our reduction in absence, which together with our new Healthy Working Lives Silver Award, ensures that we can support staff with a positive return to, or to remain at work.



"Bon Accord Care have implemented and addressed all criteria for the Healthy Working Lives Silver Award to a high standard. The assessor would recommend the organisation progress to the HWL Gold Award"

Healthy Working Lives Independent Assessor



Financial Report

2016/17 has been a successful year financially. The company was asked to deliver £430,000 of operational efficiencies against the contract budget and maintain our service levels to the people of Aberdeen. This has been achieved and the company has in addition also improved its service quality, as measured by our independent assessor, The Care Inspectorate. It is undoubtedly difficult to deliver financial savings, however, it is doubly difficult to make savings and to improve service quality at the same time.

The operational results are clearly very encouraging for the company, however they are negated by an actuarially assessed increase

to the present value of our liability associated with our staffs' membership of the North East Scotland Pension Fund (a defined benefit pension arrangement) where we see the assessed liability increase by £749,000 from £9,062,000 at 31 March 2016 to £9,811,000 at 31 March 2017. The increase is a charge to our reported statutory accounts for the year, so turning the reported Trading Surplus of £39,000 into a Comprehensive Expense of £672,000.

Alistair MacLean, Finance Director

Financial Report

Bon Accord Care Limited & Bon Accord Support Services Limited

Consolidated Profit & Loss Accounts for 2016/17

	2016/17 £000s	2015/16 £000s	2014/15 £000s
Incomes			
Core ACC contract	26,436	26,146	25,977
Other incomes	646	677	615
Total Incomes	27,082	26,823	26,592
Operating Costs			
Staff Costs : Payroll	(20,232)	(20,224)	(20,327)
Support pool	(1,641)	(1,003)	(282)
Agency	(1,008)	(1,316)	(1,996)
Premises	(1,562)	(1,606)	(1,646)
Supplies & services	(2,071)	(2,002)	(1,916)
Transport	(271)	(303)	(299)
Other operating costs	(231)	(226)	(234)
Total Operating Costs	(27,016)	(26,680)	(26,700)
New Business Initiatives	(9)	(24)	0
Stock revaluation	0	0	172
Surplus before Interest, Depreciation and Tax	57	119	64
Interest receivable	15	30	13
Depreciation	(30)	(30)	(30)
Corporation tax	(3)	(2)	0
Trading Surplus	39	117	47
Decrease / (increase) in pension liability	(749)	1,232	(2,057)
Decrease in holiday pay accrual	38	45	49
Comprehensive Income / (Expense)	(672)	1,394	(1,961)

Financial Report

Readers should understand that the changes in the actuarially assessed pension liability do not mean that the company has a “must be paid now” liability, rather it is an external assessment of the overall funding position of the pension at a snapshot in time. The companies’ pension funding commitments remain unchanged.

Turning to the operational result; we aim to meet or beat our contracted budgetary sum, to maximise the volume of care we deliver to the people of Aberdeen and to improve the overall quality of the services we deliver. We aim to maximise care activity rather than produce a large operating profit i.e. to deliver the most

activity we can within the financial envelope afforded to the company through the contract. In other words a trading result close to break-even is desirable. The company achieved a trading surplus of £39,000 (0.14%) on a turnover of £27,082,000 – this is very close to break-even. Activity achievements are detailed in the operational sections of this annual report.

Meeting our budgetary obligation means that our overall efficiency savings targets have been met. The table below illustrates the efficiency savings delivered on actual service costs since 31 March 2015.

	2017 £000s	2016 £000s
Previous year actual operating cost	26,680	26,700
Pay inflation	218	320
Contractual incremental pay increases	188	280
Employer’s pension contribution increase	0	316
Employer’s National Insurance increase	300	0
Living wage legislation	16	0
“No change” operating cost	27,402	27,616
Actual reported operating costs	27,016	26,680
Operational efficiency savings realised	386	936
Trading surplus delivered	39	117
Overall efficiency savings delivered	425	1,053

The table (on page 26) illustrates that since 31 March 2015 the company has delivered almost £1,500,000 of savings, £425,000 being made in 2016/17. Readers will note that each year the company must absorb unavoidable substantial increases in payroll costs arising from general pay increases and changes to Government legislation. In 2016/17 a total of £722,000 of unavoidable increase was absorbed. From this cost base the company has made savings from the general improvement in the management and application of our staff resource (staff resource costs make up approximately 85% of our operating cost).

I also note improvements in the management of sick and annual leave and a continued move away from the use of external agency staff in favour of our own support pool staffing. Support pool staffing is predominately our own staff working in a flexible way to support the delivery of our service. This gives the company a flexible and efficient staff resource to deliver the services we provide.

Readers will note that over the last 3 years agency staffing costs have halved and support pool staffing has increased fivefold. It is clear from the operating costs that the company is making great strides, developing a flexible and efficient workforce, allowing managers to more closely match the service delivery demanded of us with the available staff resource, so yielding efficiency savings.

Looking ahead, the company is now well into the 2017/18 business cycle and in common with previous years we have been asked to deliver material efficiency savings whilst maintaining activity levels.

I can report that we are currently on track to deliver again against our business targets for 2017/18. We have been asked to save approximately £600,000 which, if we meet our contractual budget by 31 March 2018, means £2,000,000 of year on year savings delivered since 2015.

The business environment we operate within demands that we continually improve and develop efficiencies, we are no different to any commercial body in that respect. The year on year savings mean cumulative changes to how we work and deliver services. As part of our company strategy we continue to seek improvement and deliver best value for money for the people of Aberdeen.

In summary the company has delivered against its business objectives in 2016/17, and we are on target to meet our business obligations for 2017/18.

FINANCIAL HIGHLIGHTS:



Contractual targets met



£430K saved



Agency costs
halved since 2015



Support Pool
saved £240K



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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	11 th December 2017
REPORT TITLE	Chief Social Work Officer's Annual Report
REPORT NUMBER	ECS/17/065
DIRECTOR	Gayle Gorman
REPORT AUTHOR	Bernadette Oxley

1. PURPOSE OF REPORT:-

- 1.1 This report presents to Elected Members the Chief Social Work Officer's Annual report for 2016-17 financial year. The purpose of the report is to inform Members of the role and responsibilities exercised by the Chief Social Work Officer; to provide information on statutory decision making in the period; and to give a progress report on key areas of social work provision within Aberdeen City.

2. RECOMMENDATION(S)

It is recommended that the Council note the content of the Annual Report, as attached at Appendix 1.

3. BACKGROUND/MAIN ISSUES

- 3.1 The role of the Chief Social Work Officer is a statutory post in accordance with the Social Work (Scotland) Act 1968, as amended by the Local Government (Scotland) Act 1994. This requires Local Authorities to appoint a single CSWO for the purposes of listed social work functions.
- 3.2 The required qualifications of the Chief Social Work Officer are set out in regulations and the post holder must be able to demonstrate senior strategic and operational experience. National Guidance on the role was published by the Scottish Government in 2009 and was revised in May 2017. It provides an overview of position, outlining the responsibility for values and standards, complex decision making, particularly in relation to deprivation of liberty decisions and professional leadership. The guidance also covers accountability and reporting arrangements. For members' interest, the guidance is attached as Appendix 2.

- 3.3 The Chief Social Work Officer provides advice to the Council on social work matters; undertakes decision making in respect of statutory functions and provides professional governance, leadership and accountability for the delivery of social work and social care services, whether they are provided by the Council or on behalf of the Council by another agency. Social Work in Scotland, an Audit Scotland Report published in September 2016, outlined the increased complexity of the role as follows: “With integration and other changes over recent years, the key role of the chief social work officer (CSWO) has become more complex and challenging. Councils need to ensure that CSWOs have the status and capacity to enable them to fulfil their statutory responsibilities effectively”.
- 3.4 This report is consistent with the content and format guidance laid down by the Chief Social Work Adviser for Scottish Government. The annual report does not provide a complete account of social work activity over the year. Rather it is an opportunity to provide an overview of the range of services and initiatives in social care and to highlight key achievements and challenges.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications arising from this report.

5. LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications arising from the recommendations of this report.

6. MANAGEMENT OF RISK

- 6.1 There is no risk associated with this paper, as it presents a historical review of activity. There are risk registers in place within the Education and Children’s Services Directorate and for the Health and Social Care Partnership.

7. IMPACT SECTION

Economy

- 7.1 Effective social work provision across children’s and adult’s social work improves the life chances of those it impacts. It increases the potential for people to become active economic citizens and to determine their own future. There is evidence across Aberdeen City of social work services supporting young people and adults to live independently, but more work is required to ensure our Looked After Children have improved educational and employment opportunities.

People

- 7.2 Social work is a targeted, statutory service with clear thresholds for intervening in people’s lives. This is important, because state intervention of

this nature must be applied responsibly, proportionately and in line with peoples' rights to liberty, privacy, and a family life. Good social work services are easy to access, responsive, treat people with dignity and respect and, where possible, are delivered in partnership with those requiring or requesting them. The strength based and solution focused approach of Reclaiming Social Work, the child centred redesign of residential care and the locality based model in adult social work, supporting people to remain in their own homes are examples of this in Aberdeen.

Place

- 7.3 There is evidence across children and adult's social work of locality planning that uses the strengths in communities to support those needing help and to complement services delivered. The work of Children's social work of bringing children back to Aberdeen from Out of Authority placements, and redesigning residential care to provide a more therapeutic approach is an example of this. Similarly, the four health and social care partnerships are designed to support people to live independently at home, and in their communities.

Technology

- 7.4 The Council is undergoing a transformation programme which will enhance its ability to use technology more effectively for the benefit of social work services. The current social work case recording system requires modernisation and work is taking place across children's and adult's social work to deliver more effective and coherent provision.

8. BACKGROUND PAPERS

None.

9. APPENDICES

Appendix 1: Chief Social Work Officer's Annual Report 2016/17

Appendix 2: Template and Guidance for production of CSWO Annual Report 2016/17

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**ANNUAL REPORT BY LOCAL AUTHORITY CHIEF SOCIAL
WORK OFFICER 2016-2017**

ABERDEEN CITY COUNCIL

1. Foreword

I am pleased to present the Chief Social Work Officer's Annual Report for Aberdeen City for 2016-2017. This provides an overview of the social work services provided, information on statutory decisions made by the Chief Social Work Officer on behalf of the Council and some of the key challenges facing the service in 2016-2017 and beyond.

Every local authority is required to have a professionally qualified Chief Social Work Officer (CSWO), as set out in Section 45 of the Local Government etc. (Scotland) Act 1994. The qualifications are set down in regulations that state that the CSWO must be registered as a Social Worker with the Scottish Social Services Council (SSSC).

The overall aim of the CSWO role is to ensure that the Council and the Aberdeen Health and Social Care Partnership receive effective, professional advice and guidance in the provision of all social work services, whether these are provided directly, in partnership with other agencies, or purchased on behalf of the local authority. The CSWO has a responsibility for overall performance improvement and the identification, management and reporting of corporate risks as these relate to social work services. To fulfill these responsibilities, the CSWO has direct access to elected members, reporting through the Education and Children's Services Committee, the Chief Officer of the HSCB and has direct links to the Chief Executive of the Council.

The CSWO provides professional leadership and promotes values and standards of professional practice, ensuring that only Registered Social Workers undertake those functions reserved in legislation and meet the requirements of their regulatory body and the SSSC Codes of Practice. Any social worker or social care professional may approach the CSWO for advice.

A number of specific statutory responsibilities are discharged by the CSWO. These relate primarily to decisions about the curtailment of individual freedom and the protection of individuals and the public. These decisions must be made by the CSWO or by a senior, professionally qualified social worker to whom the responsibility has been delegated by the CSWO and for which the CSWO remains accountable.

There must be CSWO cover 24 hours a day, every day of the year. The Head of Children's Social Work is the Chief Social Work Officer. To ensure that CSWO cover is in place at all times, the Council has in place a scheme of delegation of the

statutory responsibilities to the two Lead Service Managers in Children's Social Work the Director of Operations, and Lead Social Worker, Aberdeen Health and Social Care Partnership, all of whom are registered social workers.

Since the last Chief Social Work Officer's Annual Report, there have been significant changes in the delivery of social work within the City. The Aberdeen City Health and Social Care Partnership have moved from shadow status to full implementation, and Children's Social Work has embedded the work of the Reclaiming Social Work model. In addition a new children's social work commissioning strategy has been developed with services being recommissioned on the basis of need, value for money, and informed by current social work research, policy and practice. And a new, evidence based model of children's residential care has been implemented, with a revised staffing structure that values residential employees and invests in their development. This is an evidence model with a track record in improving outcomes for children and young people. All of these developments have the potential to fundamentally change the delivery landscape of social care and social work across the City and across our partner agencies.

However, these changes are being delivered against a challenging economic and financial backdrop. The City Council facing significant budget pressures and difficult decisions have to be made about the future shape and size of service provision. In this context, the CSWO has a crucial role in ensuring that any financial decisions made do not compromise the safety and wellbeing of people who use social work services. These pressures are felt not just by ourselves, but also by our colleagues across the third and public sector.

The City Council commissions high volumes of adult social care and the difficulty of securing this provision has continued over the past year. These are challenges that the Health and Social Care partnership are addressing through innovative commissioning approaches, which are outlined later in this report.

In addition, the City Council, the Health and Social Care Partnership, our stakeholders and partners face recruitment challenges, with difficulty in filling key posts. Some pressure has been eased due to the downturn in the local economy, resulting in a small increase in applications for certain posts. However, professional social work posts remain hard to fill and some services are holding more vacancies than planned. Approaches to filling posts and tackling workforce priorities are outlined later in the report.

In its 2016 report on Social Work in Scotland, Audit Scotland noted that the role of the CSWO has become increasingly complex with the introduction of Health and Social Care Partnerships. In Aberdeen, Children's Social Work is located within the City Council, and is attached to the role of Head of Children's Social Work, whilst Adult and Criminal Justice social work resides within the Health and Social Care Partnership and is overseen by the Director of Operations. This provides two challenges. Firstly, the CSWO has to retain oversight, professional leadership and provide assurance of safety and quality of all social work services across two large and complex organisations. Secondly, the CSWO has to step back from the role of Head of Service to provide independent, professional oversight and challenge of

Children's Social Work. This is not unique to Aberdeen and is an issue facing a number of CSWOs across the country.

To address some of these difficulties, the CSWO, sponsored by the ACC Chief Executive, commissioned the Good Governance Institute to undertake a review of public protection governance. This work is resulting in a revised multi-agency governance structure that will provide assurance to elected members and CEOs. In addition, the Health and Social Care Partnership has appointed a Lead Social Worker who reports to the CSWO, but whose line manager is the Director of Operations. This is going some way to address the complex and expanded role of the CSWO, but the role remains challenging.

Bernadette Oxley

Head of Children's Social Work and Chief Social Work Officer

2. Summary Reflections - Key challenges and developments during the past year

Reclaiming Social Work

Children's social work is a statutory, targeted service working with those families who are among the most vulnerable and disadvantaged in the city. Many of the children of these families are required to work with us on a compulsory basis.

The Reclaiming Social Work model is a whole system redesign of social work services for families in need in Aberdeen. The model recognises the important role social workers play in helping and supporting families in need, and we have redesigned our structure to ensure they are free to focus on this work. This is why we have made a number of changes to enable social workers to work more collaboratively within newly formed systemic units and concentrate on social work, not unnecessary bureaucracy.

Putting it into practice

Planning for the introduction of Reclaiming Social Work began in 2013, with final approval being given in January 2015 and implementation commencing in June 2015. Initial advice was that it would take up to three years to recruit sufficient appropriately trained and experienced Consultant Social Workers, and this is proving true. It has not slowed progress, however, as whilst remaining true to the systems based theoretical model, we have developed alternative solutions such as systemic teams, rather than units, have commissioned specialist recruitment consultants, and introduced a mentoring scheme to support staff develop the skills necessary to apply for Consultant Social Worker posts. Whilst recruitment remains a challenge in the North East, particularly in the social care sector, we are confident that the posts will be filled and that the positive experience of those units already in place will roll out across the service. The model is being independently evaluated with positive evidence from staff and, crucially, the people who use our services that the model is effective.

The Aberdeen City Health and Social Care Partnership

The Aberdeen City Health and Social Care Partnership is at the end of its first year after going "live" on 1 April 2016. Considerable work has been undertaken forming the structure of the partnership and setting out the transformation priorities for the coming year.

A focus this year has been developing the strategic plan, which provides the high level narrative of the vision and ambitions for the Health and Social Care Partnership. The challenge has been to translate this into service transformation and the priorities are as follows:

- Acute Care at Home
- Supporting Management of Long Term Conditions – Building Community Capacity
- Modernising Primary and Community Care
- Culture Change/ Organisational Change
- Strategic Commissioning and Development of Social Care
- Information and Communication Technology and Technology Enabled Care (included within a wider work programme also including infrastructure and data sharing)

We also have responsibilities as a Community Planning partner and will focus on:

Raising awareness of adult support and protection and increasing the number of referrals.

Continuing to reduce delayed discharges and ensuring safe and appropriate packages of care. At the end of our first full Partnership year, the number of people in hospital each month with “standard” delays reduced by 22% and the total number of avoidable hospital bed days reduced by 47%.

Reducing the number of alcohol related hospital admissions and widen access to interventions and support. Alcohol consumption and related harm is a significant public health issue in Scotland and the rate of alcohol related hospital admissions in Aberdeen City is statistically higher than Scotland overall.

Improving palliative care

Eighty-eight percent of care for people in the last six months of their life takes place at home or in a homely setting. This is comparable to Scotland overall, but the aim is to drive improvements in palliative and end of life care which reflects best practice and accords as much as possible with the needs and wishes of patients and their families.

Increasing choice and improving the take up of self-directed care. This remains low compared to other partnerships and is a priority for 2017/18. Further detail regarding the Health and Social Care Partnership is contained within the body of this report.

3. Partnership Structures/Governance Arrangements

Integrated Children’s Services

The Aberdeen City Children’s Services Joint Inspection Action Plan was completed by June 2016, with a final report being taken to the Children’s Services Committee on 8 September. In line with the Children and Young People (Scotland) Act 2014, Statutory Guidance, Section 3, over this same period our Integrated Children’s Services Partnership began the development of the new Aberdeen City ICS Plan 2017 - 2020.

During the last year we have been working with our partners, children, young people and their parents to develop a plan that best reflects their views.

We have held workshops, stakeholder engagement events, focus groups and surveys to gather as broad a collection of views as possible in shaping our priorities; reviewed both our immediate and extended membership to ensure that we had the right partners to deliver our proposed improvements; and analysed key data to highlight important areas of focus for improvement.

The plan was finally published on the 1st April 2017 and formally launched at our annual ICS Conference on 12th June 2017. Key themes over the next three years will be:

- Closing the outcome gap for our disadvantaged children and young people
- Improving health and wellbeing, particularly in areas such as mental health and physical activity
- improving community safety and the environment to make safe spaces for children and young people of all ages
- ensuring that we engage and include children and young people in the ongoing progress and development of our work.

The Chief Social Work Officer and senior Children's Social Work leaders are represented in each of the ICS Partnership senior governance groups ensuring that the Corporate Parenting, Reclaiming Social Work and Child Protection agendas will be delivered and supported within a multi-agency approach over the coming three years.

This work will be driven by our ICS Board who will be provided with quarterly reports on progress and improvement. This will ensure timely performance updates and recommendation which will then be delivered and monitored through our Improvement and Performance Group. The ICS Partnership's first annual self-evaluation will be published on 1 April 2018.

The Health and Social Care Partnership

Aberdeen City Council has delegated a range of statutory functions in respect of social care services to the Integration Joint Board (IJB). These functions have been delegated and not transferred and legal responsibility for these functions still sits with the City Council, under the direction of the IJB.

The Chief Social Work Officer's responsibilities in relation to local authority social work provision continue to apply to functions which have been delegated under the integration arrangements. The Health and Social Care Partnership has appointed a Lead Social Worker, who reports to the Chief Social Work Officer with regard to the governance arrangements, continuous improvement, quality assurance and management of adult social care services. The Lead Social Worker is a member of the Care and Clinical Governance Group, and the CSWO has a freestanding invite to attend the meetings.

Through an interim Clinical and Care Governance Framework, arrangements have been put in place by the IJB to comply with the National Framework for Clinical and Care Governance. A Clinical and Care Governance Group and a Clinical and Care Governance Committee (C&CG) have been established to oversee the framework. The C&CG Committee provides assurance to the IJB in relation to the quality and safety of services planned and/or delivered by the IJB. Its key role is to ensure that there are effective structures, processes and systems of control in place.

The role of the Clinical and Care Governance Group is to oversee and ensure provision of a coordinated approach to clinical and care governance issues within the Partnership. The Group reports to and provides assurance to the C&CG Committee that there are robust mechanisms in place for reporting clinical and care governance issues.

Summary Table Headline Indicators

Cat	Title	UB Baseline	Current Position	% Change	Scotland	Latest Period	Trend Points	Long Term Trend
Safe	Falls rate per 1,000 population aged 65+ (Annualised)†	19.1	18.9	-1.3%	21	2016/17	7 Annual	
	Percentage of adults supported at home who agreed they felt safe	83%	83%	NA	84%	2015/16	2 Biennial	
	Number of new referrals to initial investigation under adult protection	98	106	+8.2%	-	2016/17 Q4	8 Quarters	
	Percentage of social care complaints responded to in time*	62%	84%	+35.5%	-	2016/17 Q2	6 Quarters	
	Number of NHS complaints and % responded to in time	104 (76.0%)	106 (70.8%)	-6.9%	-	2016/17	4 Annual	
Well Led	Percentage of adults supported at home who agreed that their health and social care services seemed to be well co-ordinated	77%	77%	NA	75%	2015/16	2 Biennial	
	Average number of days to sickness lost per employee in social care (rolling 12 months)*	11.6	13.0	+12.1%	-	Jan-17	Monthly Rolling 12	
	Average percentage of work hours per month lost to sickness absence - NHS staff	5.0%	4.9%	-2.9%	5%	2016/17 Q4	8 Quarters	
Effective	Premature mortality rate per 100,000 persons*	464	464	NA	441	2015	6 Annual	
	Emergency admission rate (per 100,000 population, Annualised)	9,977	9,620	-3.6%	11,874	2016/17	7 Annual	
	Emergency bed day rate (per 100,000 population Annualised)	100,979	102,269	+1.3%	106,531	2016/17	6 Annual	
	Readmission to hospital within 28 days (per 1,000 population Annualised)	88.4	86.9	-1.7%	96	2016/17	6 Annual	
	Total % of adults receiving any care or support who rated it as excellent or good	82%	82%	NA	81%	2015/16	2 Biennial	
	Percentage of health and care resource spent on hospital stays where the patient was admitted in an emergency	23.5%	23.1%	-1.7%	21%	2016/17	6 Annual	
	Proportion of care services graded 'good' (4) or better in Care Inspectorate inspections*	79%	79%	NA	83%	2015/16	2 Annual	
	Number alcohol brief interventions	1047	1030	-1.6%	-	2016/17 Q4	8 Quarters	
Responsive	Percentage of adults supported at home who agreed that they are supported to live as independently as possible	82%	82%	NA	84%	2015/16	2 Biennial	
	Total combined % carers who feel supported to continue in their caring role	42%	42%	NA	41%	2015/16	2 Biennial	
	Percentage of adults with intensive care needs receiving care at home	55%	55%	NA	62%	2016/17	5 Annual	
	Number of days people spend in hospital when they are ready to be discharged (per 1,000 population) 75+ only	1,765	1,156	-34.5%	915	2016/17	5 Annual	
	Number of delayed discharges per month at census, Standard and Code 9.	86	58	-32.6%	-	Mar-17	12 Monthly	
	Number and proportion of eligible people taking up self directed support	227 (6.9%)	233 (7%)	+1.4%	-	Mar-17	2 Half Yearly	
	Number of unmet social care hours	1878	1462	-22.2%	-	2016/17 Q4	4 Quarterly	
Caring	Percentage of adults able to look after their health very well or quite well	96%	96%	NA	94%	2015/16	2 Biennial	
	Percentage of adults supported at home who agreed that they had a say in how their help, care, or support was provided	78%	78%	NA	79%	2015/16	2 Biennial	
	Percentage of people with positive experience of the care provided by their GP practice	86%	86%	NA	87%	2015/16	2 Biennial	
	Percentage of adults supported at home who agree that their services and support had an impact on improving or maintaining their quality of life	80%	80%	NA	84%	2015/16	2 Biennial	
	Proportion of last 6 months of life spent at home or in a community setting†	88.2%	88.1%	-0.1%	87%	2016/17	5 Annual	

* Latest information available is before current period

4. Social Services Delivery Landscape for Aberdeen

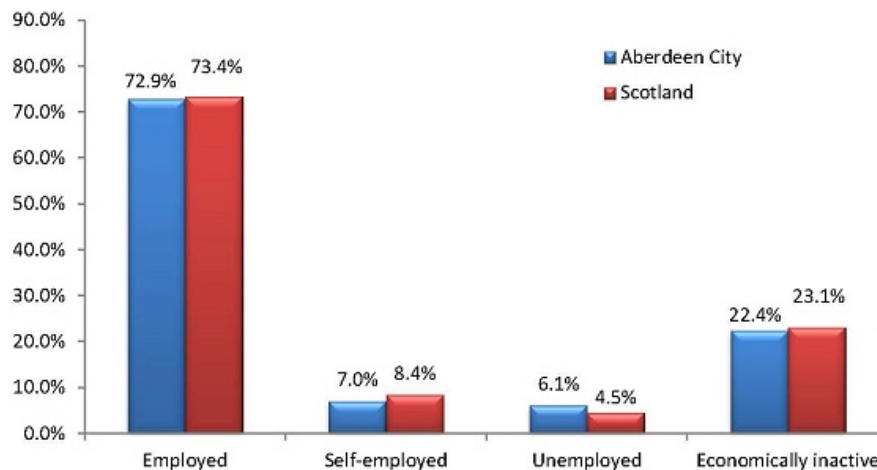
About Aberdeen

Aberdeen's Economy

Aberdeen is one of the most competitive, innovative and economically productive cities in the UK, and provides Scotland with 15% of its Gross Value Added (GVA). Much of the success of Aberdeen has been built on the traditional oil and gas sector; it also has a successful small business economy. Since the end of 2014, the local economy has suffered as a result of the global oil price decline. Business growth is slowing and, while this downturn is not the first of its kind, it highlights a growing and urgent need to diversify the economy to ensure economic sustainability.

Due to the historical success of the City workers in Aberdeen benefit from average salaries that are almost £6,000 higher than the Scottish average, and unemployment levels are low. Some of the most affluent areas of Scotland are within Aberdeen City, but equally within the City boundaries are some of Scotland's most deprived areas.

Between April 2016 and March 2017, 72.9% of Aberdeen City residents aged 16-64 were employed, which is slightly lower than the Scottish average of 73.4%.



Despite low headline deprivation figures, 37% of households in Aberdeen are in fuel poverty (fuel poor and extremely fuel poor), 18% of children in Aberdeen are living in poverty. The majority of children that are living in poverty are living in a working household.

Aberdeen's Population

The estimated population of Aberdeen City in June 2016 was 229,840. This was 510 lower than the previous year with the main contributor to this being negative net migration to the City. The drop in population between 2015 and 2016 also brings to an end an 11-year period of year-on-year increases.

The population of Aberdeen City children and young people aged 0-24 is set to increase from 67,371 to 72,324 (7.4%), by the year 2039.

In terms of age profile, Aberdeen City has a high proportion of the population in 16–24 and 25–44 age groups. They account for almost half (46.2%) of the total population of Aberdeen City. Compared to Scotland as a whole, Aberdeen has a relatively high proportion of young adults – those in the 16-29 year age group make up nearly a quarter (24.2%) of Aberdeen's total population. The comparable figure for Scotland is 18.2%. In contrast, Aberdeen has a smaller proportion of older people. Those aged 60 years and over make up only 20.3% of Aberdeen's population compared to 24.4% for Scotland.

In the period up to 2039, the population of Aberdeen City is projected to rise to 267,963. It is forecast that the 65+ age group in Aberdeen City will increase by 39.7% and the number of children (aged 0-15 years) is projected to increase 16.7%.

In Aberdeen City (2013-2015), life expectancy at birth for women is 80.9 years and for men it is 76.6 years. These figures are slightly lower than Scottish averages of 81.1 years for women and 77.1 years for men. Life expectancy has increased for both men and women over the past 12 years. The increase has been higher for men (2.5 years) than for women (1.0 years). However, rates of increase have been lower in Aberdeen City than for most other local authority areas. As a result, Aberdeen's position relative to other council areas has worsened in the past 10 years – dropping from 17th to 24th in the rankings for males and from 11th to 20th for females.

Life expectancy is strongly associated with deprivation. In Aberdeen City, life expectancy at birth was 71.4 years for men in the 15% most deprived areas of the city compared to 77.7 years for men in the 85% least deprived areas. For women, the respective figures were 77.9 years and 81.6 years.

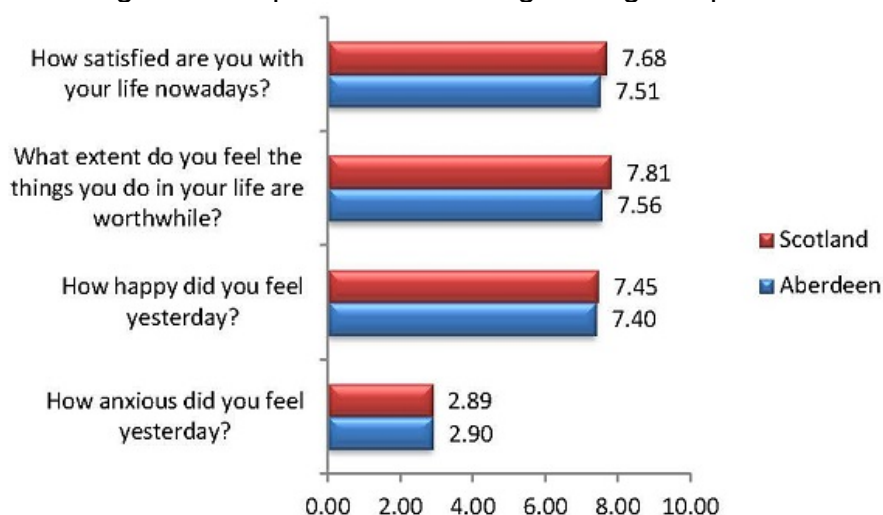
Life expectancy at birth is an estimate of the average number of years a new-born baby would survive if they experienced an area's age specific mortality rates throughout their life. Healthy life expectancy at birth is higher for women than for men. In Aberdeen City, males born in the period 2009-2013 had a life expectancy at birth of 76.9 years and a healthy life expectancy of 65.0 years, giving an expected period of 'not healthy' health difference of 11.9 years. For women, the figures were 81.2 years and 67.4 years, giving an expected period of 'not healthy' health difference of 13.8 years. Compared to other local authority areas, healthy life expectancy in Aberdeen City ranks slightly above mid-point – ranking 15th (out of 32) for males and 14th for females.

As with life expectancy, healthy life expectancy is strongly associated with deprivation. In Scotland, for both males and females, healthy life expectancy decreased with increasing deprivation, and length of time in 'not healthy' health increased with increasing deprivation. Additionally, the gap between men and women also increased with increasing deprivation

There are strong associations between health, health-behaviours and level of deprivation. Those with the highest levels of deprivation are more likely to have poorer health and health-behaviours. The Scottish Index of Multiple Deprivation (SIMD) is the Scottish Government's official tool for identifying small area concentrations of multiple deprivation across all of Scotland. It assesses information from 7 domains (health, income, employment, education/skills/training, housing, access to services and crime) to provide an overall measure of deprivation based on the small area geography known as data zones. The Scottish Government uses a 15% cut-off to define the most deprived data zones. By that measure, 9 (3.2%) of Aberdeen's 283 data zones were among the most deprived in Scotland.

When only the health domain of the SIMD is considered, the picture for Aberdeen City is slightly worse with 17 (6.0%) of Aberdeen's 283 data zones being in the 15% most deprived data zones in Scotland. All 9 of these data zones are in the priority localities identified by the Community Planning Aberdeen.

Personal wellbeing data has been collected by the Office for National Statistics since 2012, four measures were identified (see graph) on a scale of 0 to 10, where 0 being the least point and 10 being the highest point.



Children's Social Work Public Social Partnership

Children's Social Work provides statutory services to children, families and young people in need of care and protection, including child protection investigation and assessment, services for children who are disabled and family support, as well as providing respite care, residential care, fostering, adoption and kinship care. Some of these are delivered by the Service itself whilst others are purchased from external providers.

During 2016, Children's Social Work adopted the Public Services Partnership (PSP) model for recommissioning the majority of the services that it purchases from external providers. This was to ensure a robust approach to commissioning and procurement processes, value for money, and to stimulate the market to develop innovative approaches. The subsequent recommissioning process has been sub-divided into a number of phases:

Phase One: Early help for families, children and young people.

Phase Two: Intensive support for families, children and young people.

Phase Three: Services for children who are disabled and their families.

Phase Four: Services for children & young people and their families in need of specialist assessments.

Service specifications for Phases One & Two were developed during 2016 following extensive consultation with existing service providers, other representatives of the third sector and Children's Social Work staff. Independent consultation was also commissioned with children and families who used the existing services.

These service specifications then fed into the tendering process which was launched in November 2016 and closed in early January 2017. Evaluations were subsequently undertaken, which included the involvement of a panel of care experienced young people.

Successful bidders were announced earlier this year and it is anticipated that the new services will be launched in October 2017. Contracts for the resulting services will be for five year periods with anticipated overall savings reinvested into the Reclaiming Social Work model.

Planning for Phases Three & Four was launched in early 2017 using a similar process and involved a higher level of consultation with people who use services. It is anticipated that the tendering process for Phase Three will be launched in autumn 2017 with the new services being implemented from spring 2018. A decision about the timescale for Phase Four will follow before the end of this year.

Health and Social Care Partnership Commissioning (HSCP)

Strategic Commissioning is fundamental to the ambition to work with partners across all sectors in reshaping the services to address the common challenges that the Partnership faces. A coherent commissioning approach is pivotal to improved personal experiences and outcomes for the people who use our services.

Other anticipated benefits include a more resilient, local marketplace, innovative and effective care models, and contractual arrangements that are fit for purpose.

During 2016/17 the HSCP have:

- Established a Market Facilitation Steering Group to oversee the development of our agreed facilitation principles and activities
- Provided additional funding to Scottish Care to enhance their developmental capacity for working with the care at home/care home sectors
- Established a range of work streams to develop service specifications for key commissioning activities

The Integration and Transformation Programme Board considered and agreed the six priority strategic commissioning areas. The areas of focus have been identified due to the significance of the markets fragility and the opportunities to develop a more integrated service. A draft Strategic Commissioning Implementation Plan has been developed which will incorporate our commissioning intentions and a market facilitation statement. The draft plan once approved by the IJB will be subject to public consultation across our sectors, localities and stakeholders. Responsibility for overseeing implementation of the plan will be with the Strategic Commissioning Programme Board.

5. Finance

In 2011, Aberdeen City Council undertook a Priority Based Budgeting (PBB) exercise that reviewed all its costs over a five year period. As a result of this, a transformation programme was implemented, including the development of alternative family services and locally based preventative services to reduce the number of out of authority placements for children; the redesign of Learning Disability services with new models for accommodation with support and day opportunities; and the establishment of a Local Authority Trading Company, known as Bon Accord Care Ltd.

These actions, along with prudent financial management and monitoring, have ensured that the service continues to operate within available resources.

The current Council five Year Business Plan lays out the net budget for social work services until 2021-22, showing a decrease of 7.6% from 2016-17. This is based on current assumptions of future government funding.

SOCIAL WORK SERVICES	2015-16 £'000	2016-17 £'000	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000
Total Budget	127,332	122,830	123,055	119,406	116,757	114,708	113,464
Adults	88,199	86,300	83,308	79,143	75,978	73,699	72,225

Children	37,517	36,530	39,747	40,263	40,779	41,009	41,239
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Please note that these figures may change during the current budgeting process and the adult social care budget does not reflect how the Partnership might use additional capacity/transformational funding to pay for some adult social care services.

Children's Social Work

Social Work Services continue to meet commitments within budget, with the out of authority placements budget being reprofiled this year to reflect demographic changes and increases in residential care charges.

Our recommissioned services combined with the implementation of Reclaiming Social Work model, with its emphasis on systemic solutions, means that we are actively addressing demand. Our strength based approach, and our focus on early help will focus on reducing the need for more costly, high level, targeted interventions.

Like many Local Authorities, Aberdeen City Council is facing significant cost pressures and it is the role of the CSWO to ensure budget savings do not compromise safety and quality in the delivery of child protection and children's social work.

Overview of joint financial planning and management of financial arrangements for the HSCP

Due diligence processes have been applied to the creation of the consolidated Aberdeen City Health and Social Care Partnership budget for the 2016/17 financial year. This is to ensure that the budget provided for the Partnership is sufficient, identifies current and historical pressures and demands and allows the Partnership to proceed on a sound financial basis.

In subsequent years the Chief Officer and the Chief Financial Officer will develop a business case for its resources in line with the method set out in the Integration Scheme.

The budget for the Partnership will be derived from the funding allocated to the IJB from Aberdeen City Council and NHS Grampian Health Board. In 2017/18 the majority of funding will continue to be used as per existing budgets but in future years the IJB may choose to use the funds to provide services in an alternative manner. This would involve the reallocation of funding between health and social care budgets.

The Scottish Government Local Government Finance Settlement (Circular 7/2015 version 4) imposed a range of conditions on Councils, which were reflected in the creation of the consolidated budget. £250 million, for Scotland as a whole, will be transferred from the Health Budget to integration authorities in 2016/17, whereby £125 million is to support additional spend on expanding social care to support the objectives of integration; and £125 million is provided to help meet a range of existing costs faced by local authorities in the delivery of effective and high quality health and social care services.

The Aberdeen City IJB share of the £250 million is £9.5 million. £4.75m to fund additional capacity and £4.75m to meet local authority budget pressures. This includes a requirement that all social care workers including those in the independent and third sectors are paid the Living Wage. There is also additional capacity/transformational funding available of £9.625m. This consists of additional social care capacity £4.75m, Integrated Care Fund £3.75m and Delayed Discharge Funding £1.125m. The Chief Officer will consider an investment strategy for this funding. This gives a total delegated budget of £254.345m for 2016/17 for the Aberdeen City and Social Care Partnership budget.

Again, it is the role of the CSWO to ensure that any budget decisions in the Partnership do not compromise quality or safety in the delivery of services.

6. Service Quality and Performance

Performance Frameworks

Children's social work performance framework and approach to improvement

The Children's Services Management Team actively reviews performance information on a quarterly basis, at least, and commissions thematic service audits and reviews of particular datasets. These are used to shape and re-design parts of the service or key processes within it.

Performance dashboards, which were first developed to report key performance information from Teams and Units across the Children's Social Work in 2016 are being continuously reviewed in line with our service redesign and are being rolled out in three phases during 2017. This is to enable the quality of the data to be assured across all management tiers and to ensure that the system will provide drivers to improving performance throughout the service.

The first phase of the performance dashboards went live on 1st April 2017 and covered six Social Work units, one Children's Home and three Permanence and Care Teams. Implementation of the framework has also been shared with the Education and Children's Services Directorate Leadership Team where it was warmly welcomed.

Phase two of the roll out will be completed during the summer and includes two further Children's Homes, six more Social Work Units, the Joint Child Protection Team and the Children with Disabilities service.

The final phases that will see performance dashboards covering services such as Family & Community Support, Children's Rights, IROs and Corporate Parenting will be completed between October and December 2017 with the aim of the whole Children's Social Work service performance management framework being in place by early 2018.

The programme of regular thematic audits, which has also commenced during the last year, focused at children looked after at home and the use of chronologies in their care planning. An action plan is in place to address the audit's findings. Further thematic audits are planned for later this year and into 2018.

HSCP Performance Framework

The IJB depends on having the right information at the right time to ensure it is focused on the right issues. The information needs of the organisation are increasing as it operates in a constantly developing environment. For intelligence to have an impact on improving health and care, it is important to work together at all levels of the system to co-produce intelligence, aiming to improve ownership, responsibility and collective leadership. This Framework and the proposed approach to performance and governance are not just about change at IJB level, but must permeate the organisation at locality level and in multidisciplinary teams.

Achieving our aims and objectives depends on having an effective performance framework to measure progress. There are hundreds of indicators used to monitor the services we deliver, the quality of care we offer and the outcomes we achieve. Our approach has been to develop a structured framework for managing information to ensure the right information reaches the right people at the right time. We are operating in a constantly changing environment and what we measure now to assess performance is likely to develop as we pool data between health and social care, particularly at locality and community level. During our first year we have drawn on indicators that help to assure performance of current practice and support continuous improvement. They are based on aspects of care and management where we have the greatest level of accountability and leverage to improve. In some cases the data may be limited and the measures may be imperfect, but we can still use it to understand where we are, and where we want to be. The national and local indicators we use are contextualised around a balanced performance framework adapted from the Care Quality Commission.

Risk Management

Risk

Prior to 'Go live' last year, the IJB approved its Board Assurance Framework to provide the necessary assurance associated with good governance that the partnership had put in place, the structures, behaviours and processes necessary for setting risk appetite, for delegating the identification of both significant events and trends, for assessment and mitigation of risk, and for putting in place effective controls and assurances, properly owned and actioned.

The regulatory framework within which the IJB operates the vision, values and principles that the assurance processes set out are designed to support have been established. The HSCP have a model where individuals, groups and committees, plans, reports, and reporting processes are mapped at different organisational levels, against two broad assurance requirements: compliance and transformation. This enables the board to be assured of the quality of its services, the probity of its operations and of the effectiveness with which the board is alerted to risks to the achievement of its strategic priorities.

A key element of the assurance framework is the risk management system, whose outputs (i.e. strategic and corporate risk registers, and other reports) contribute significantly to board assurance on any and all key risks to our strategic ambitions and priorities.

The IJB Risk Management policy sets out the arrangements for the management and reporting of risks to IJB strategic priorities, across services, corporate departments and IJB partners. It describes how risk is contextualised, identified, analysed for likelihood and impact, prioritised and managed. This process is framed by the requirement for consultation and communication, and for monitoring and review.

The Strategic Risk register is owned primarily by the Chief Officer with individually identified risks assigned to different members of the Executive Team as appropriate. It sets out those risks which may threaten achievement of the IJB's strategic priorities, in order for the board to monitor its progress, demonstrate its attention to key accountability issues, ensure that it debates the right issue, and that it takes remedial actions to reduce risk to integration. Importantly, it identifies the assurances and assurance routes against each risk and the associated mitigating actions.

The Strategic Risk Register is presented to the Executive Team for discussion every month. It is also submitted to the Audit and Performance Systems (APS) on a quarterly basis and then presented, with appropriate APS comments included, to the following IJB meeting thus ensuring regular and robust scrutiny of the assessed risks and the mitigating activities and interventions.

The partnership's commitment to being a high performing organisation requires governance systems which will encourage and enable innovation, community engagement and participation and joint working.

Systems for assurance and escalation of concerns are based on an understanding of the nature of risk to an organisation's goals and to the appetite for risk-taking.

The development of a mature understanding of risk is thus fundamental to the development of governance systems. The innovative nature of Health and Social Care Integration Schemes also requires governance systems which support complex arrangements, such as hosting of services on behalf of other IJBs, planning only of services delivered by other entities, accountability for assurance without delivery responsibility, and other models of care delivery and planning. This framework has been constructed in the light of these complexities and the likelihood that it may be important to amend and revise the systems as our understanding of the integration environment develops.

7. Delivery of Statutory Functions

Children's Social Work

Children's social work is part of the Education and Children's Services Directorate led by a single Directorate Leadership Team. Over the past year there has been good evidence of how Education and Social Work services have come together to plan, pull resources and deliver services to vulnerable children.

As part of the implementation of Reclaiming Social Work, we have completed a review of our commissioned services. The outcome of this was to progress a Public Social Partnership (PSP). Phase 1, of the PSP will focus on Early Help services and Phase 2 on Intensive Support services. Contracts have been awarded for both Phases and the new services will commence in early autumn 2017. Over the remainder of 2017 work is progressing in relation to Phase 3 which will focus on services to children with a disability. It is anticipated that this new contract will commence for the start of the 2018-19 year.

A key aim for 2017-18 will be to fully implement the Reclaiming Social Work model. Recruitment of sufficiently qualified and experienced staff to the key role of Consultant Social Workers has been a challenge. In response and in collaboration with HR colleagues, we have progressed an internal development programme for staff aspiring to be Consultant social workers. This will not be a quick fix, but over the coming six months will see a number of staff supported to take up these roles allowing for more Units to go live. The pace at which we roll out subsequent phases of the new service model is dependent on the recruitment of staff.

As an interim measure, the service has developed a 'hybrid structure' whilst efforts to recruit Consultant Social Workers continues. The hybrid structure has resulted in staff yet to move to a unit, relocated to a team and location they have been matched to. The team will practice systemic social work and utilise the training invested in them. This decision has been informed by the wish to minimise disruption and change for the people who use services, ensure clear line management structures and accountability and allow staff to begin to practice in the area of service delivery to which they have been matched.

Implementation of Part 4 (Named Person) and Part 5 (the Child's Plan) of the Children & Young People (Scotland) Act 2014 have implications for children's social work as well as the universal services of health and education. It will be important that the eligibility criteria for children's social work reflects these statutory changes and sets out how we will work with other agencies to deliver effective services to all children who meet the eligibility criteria.

We are working closely with colleagues in the universal services to ensure that local guidance is clear and we have participated in training ahead of the implementation of these aspects of the Act.

Extension of entitlement to continuing care and aftercare for care experienced young people under the Children & Young People (Scotland) Act 2014, will pose a challenge for children's social work. Whilst we wholeheartedly recognise and support the catalyst for these legislative changes, that is the acknowledgement that the longer term outcomes for care experienced young people are among the poorest in society, these provisions do pose challenges for children's social work.

For example, registering our Children's Homes to care for both adults and children; providing care for 12 - 13 year olds within the same setting as 20 - 21 year olds; supporting foster carers to not only provide support for adolescents and teenagers, but also for young adults; recruiting foster carers to compensate for those caring for young people for longer periods; and taking account of the fact that young adults may be in employment or have an entitlement to their own benefits when determining the allowance paid to carers.

We are preparing for these challenges and as part of the implementation of Reclaiming Social Work we have already established a Youth Team whose core responsibilities will include providing aftercare support for care leavers. The Team will also forge positive links with other services both within the Council and externally. The change in statutory responsibilities will place added demands on the Youth Team, and it is anticipated that there will be additional capacity issues over the coming years which we will continue to monitor and respond to. In preparation for this we are doing modelling work to understand the number of young people who may wish to take advantage of these entitlements. In addition, we are working on the financial arrangements for supporting continuing care placements as well as understanding how many foster carers will be willing to support young adults and how a variety of residential settings will manage this change.

Kinship care, which is when a child is looked after by their extended family or close friends when they cannot remain with their birth parents, should be the first consideration when a child requires to be accommodated. Research highlights that children placed in kinship placements generally have better outcomes than children placed in other care settings. However the research also highlights the practical and financial challenges experienced by kinship carers. The Children & Young People (Scotland) Act 2014 sought to formalise aspects of the support provided to kinship carers and extended the scope of those children who qualify for kinship support.

Whilst additional funding has been provided by the Scottish Government to provide parity between kinship carers and foster carers the additional funding is unlikely to cover full cost of implementing these changes.

The increased expectations around assessing kinship carers and providing practical and financial supporting to them will have resource implications for the Alternative Family Care Service. We do not underestimate the complexity of the care task that kinship carers provide and we will need to undertake assessments timeously and provide flexible and responsive support, if we are to ensure that kinship placements do not disrupt contributing to poorer outcomes for children.

Like most urban authorities, Aberdeen City Council has more children who require adoption than it has approved adopters. Positive relations exist with neighbouring authorities who are often in the opposite position. This allows for prospective adopters to be directed to us where we can assume responsibility for assessing their suitability. Whilst these placements offer the best long term outcomes for children who cannot be cared for by their family, the cost of purchasing adoptive placements can be significant. It will therefore be incumbent upon us to ensure that every effort is made to source a local placement within the three month time frame.

The Reclaiming Social Work redesign established a team whose focus is the recruitment and assessment of carers (adopters and foster carers). This will ensure every effort is made to recruit carers locally for children who require adoption. The ability to attract sufficient numbers of adopters to meet the demand of children requiring an adoptive placement remains challenging though and the economic downturn in the city has resulted in a drop in the number of enquiries from people interested in adoption.

Over the course of the coming year it is our intention to: implement the next phase of Reclaiming Social Work with further small groups of social workers working in Social Work Units, although full implementation is unlikely to be completed before late 2017; introduce the first tranches of a Public Social Partnership approach to the commissioning of support services from third sector providers to work alongside the Social Work Units; begin to see a managed reduction in the numbers of children placed in out of authority placements as planned for within the delivery of the Reclaiming Social Work Model and complete the re-design of residential services.

Child Protection

The Aberdeen City Child Protection Committee (CPC) was established in June 2013, from the disaggregation of the North East Scotland Child Protection Committee that covered three local authority areas. The CPC is chaired by the Aberdeen City's Lead Nurse. The CPC has a membership across the full range of agencies and services with child protection responsibility including Aberdeen City Council (including social work, education and housing), Police Scotland, NHS Grampian and the Reporter to the Children's Hearing, the Alcohol & Drugs Partnership, Aberdeen Violence against Women Partnership and the third sector. All members aim to consistently improve upon the delivery of robust child protection practices across the public, private and wider third sectors.

The Local Police Commander and the Chief Executives of NHS Grampian and Aberdeen City Council are the Chief Officers responsible for the leadership, direction and scrutiny of the local child protection services and the Child Protection Committee. They have strategic responsibility for the CPC.

The CPC's Operational sub-committee is responsible for driving forward the work of the child protection programme. It is chaired by the Child Protection Programme Development Manager. A child sexual exploitation (CSE) sub group has been established for two years and its remit has recently been extended to incorporate child trafficking. The Operational sub-committee fulfills the function of the Safe outcome group of the Integrated Children's Services Board.

In the course of the last year, the CPC has established two further sub-committees; the Significant Case Review sub-committee and the Learning & Development sub-committee.

A Child Protection Partnership with Aberdeenshire and Moray CPC areas collaborates over the child protection register (CPR), joint investigative interview arrangements and bespoke training events. Aberdeen City holds and administers the CPR, co-ordinates the training programme and leads the organisation of the Partnership.

Following the completion of a Joint Children's Services inspection in 2015, the CPC endorsed a child protection programme consisting of the CPC contribution to the joint action plan 2015-2016 and a separate action plan relating to CSE. This was concluded in 2016 and a new child protection programme encompassing the period 2016 – 2019 is now in course of delivery and on-going development.

The Child Protection Landscape in Aberdeen

A significant source of information about categories of concerns and emerging trends comes from the management information compiled by the CPR. This enables the CPC to consider issues in its own geographical area and to compare trends across the Grampian area. The annual figures are taken at 31st July each year and reported to the Scottish Government. The statistics used in this report are therefore consistent with the return to the Scottish Government.

The number of children on the CPR is variable with need. Throughout the period, the number of children on the CPR remained comparable with the Scottish average of around 3 children per 1000 population of 0-16 year olds.

Number of children on the Aberdeen City CPR 31.07.11 to 31.07.17						
31.07.11	31.07.12	31.07.13	31.07.14	31.07.15	31.07.16	31.07.17
96	86	92	73	98	118	80

Children remain on the CPR for as long as necessary, 81% were de-registered within 12 months and 43.5% within 6 months, a total of 202 children in 2016 – 2017.

Twenty-seven children who were registered over the year from 1st August 2016 to 31st July 2017 had previous registration history, with a range of time intervals between individual registrations. Aberdeen City's rate of re-registrations has fluctuated between 16% and 25% over the course of the year.

The majority of children on the CPR (64%) are under 5 years old, including pre-birth registrations which indicates that we respond at an early stage to children in need of protection. Short periods of registration indicate that the supports put in place and intervention made reduces the risks to the child within a shorter time-frame.

Ten percent of children on the CPR are aged 11-15 years which reflects an awareness of and response to the risks to that age group, in particular of child sexual exploitation.

The main risk factors for children on the CPR are emotional abuse 41%; domestic abuse 37.5% and parental drug misuse 30% (as at 31.07.17). Neglect is recorded as a risk factor in 25% of cases and non-engaging family in 17.5% of cases.

A suite of performance management information is considered at each meeting of the Operational Sub-Committee and reported upon, in accordance with a data framework, to the CPC. The strategic focus on the range of performance information enables the CPC, through its child protection programme, to concentrate on the predominant areas of risk to children.

Key themes of Child Protection Programme 2016 - 2019

The Child Protection Programme (CP Programme) has been developed and continues to evolve to ensure that the CPC functions are fulfilled; namely continuous improvement, strategic planning, public information and communication. Those functions have been incorporated into the multi-agency CP Programme.

The three key themes of the CP Programme are linked to the Quality Indicators as outlined in the Care Inspectorate document "How Well Are We Improving the Lives of Children and Young People?" These are

- How well are the lives of children and young people improving?
- How well are partners working together to improve the lives of children, young people and families?
- How good is the leadership and direction of services for children and young people?

The CP Programme is informed by ongoing self-evaluation and there are a number of strands to this. As well as performance information, the CPC considers national developments, case file auditing, significant case reviews, inspection findings, statistics and practitioners knowledge. It has an annual development day to which all members of the Chief Officers Group, CPC, Operational Sub Committee and any other relevant groups are invited.

Child Protection Programme delivery 2016 – 2017

- Making best use of child protection data in order to review performance, benchmark with other authorities; identify trends and areas for improvement. An extensive audit was conducted over March - May 2017 to better understand the reasons for fluctuating numbers on our CPR and the learning incorporated into our CP Programme.
- There has been much emphasis on ensuring practitioners have relevant up-to date guidance at their disposal. Guidance by practitioners for practitioners on the following topics has recently been refreshed and is in course of relaunch; Working with Vulnerable Babies and their Families, Working with Sexually Active Young People, Working with Non Engaging Families, Working with Families Misusing Drugs or Alcohol, Working with Young People demonstrating Sexually Harmful Behaviour. These sit alongside our CSE Strategy and Extended Guide and our Short Guide to CSE.
- The web site/ pages for the CPC continue to be developed to provide relevant, up to date information in relation to child protection.
- Bespoke learning events to respond to local need have been held. An event in November 2016 entitled “Confidence in Practice” focussed on professional “stickability” and the use of the national risk framework. 152 professionals attended the event with 56 from Aberdeen city. Of those, there was a fairly even spread of attendees from social work, NHS and the 3rd sector. Other events have focussed on CSE (March 2017), Awareness Raising around Significant Case Reviews (March 2107) and Child Protection and Disability (June 2017).
- Significant and Initial Case reviews have been high on the agenda. The SCR subcommittee has been formed to develop local procedures, to ensure we learn lessons from SCRs conducted locally and in other parts of the country and to make sure learning is disseminated to the Aberdeen City workforce.
- Neglect remains a persistent risk factor. Two sub-groups have been established to report to the CPC on whether the current planning to address neglect has a commonality/consistency, and whether that planning results in the reduction of the risk of significant harm.

Child Protection Programme delivery 2017 onwards

In the year ahead, the following areas will be our focus:

- Child protection and neglect
- Developing multi agency guidance and awareness raising of child trafficking,
- Addressing child protection and disability
- Domestic abuse and child protection issues
- Improving children’s and families experience of and participation in the child protection process
- Responding to Scottish Government’s national Child Protection Improvement Programme. Implementing improvements following the findings of the multi-agency case file audit and
- Responding to other national priorities as identified by the Scottish Government or to local need as identified through performance data and other self-evaluation activity.

Changing demand for children's social work services

As of 31st March 2017 children's social work services were supporting 1717 children and young people.

	31 st March 2012	31 st March 2013	31 st March 2014	31 st March 2015	31 st March 2016	31st March 2017
No. of children open to Social Work	1802	2016	2064	1829	1805	1717

Family and Community Support Services

Service Development has continued during 2017 with Family & Community Support Services undertaking a review of their provision, refocusing some of their role and remit as we continue to implement the Reclaiming Social Work model across Children's Social Work Service. There has been a continuing focus on Intensive Support Services which offer a community based alternative to children considered on the "edge of care".

iFIT (Intensive Family Intervention Service) has continued to deliver an intensive response to crisis within families to prevent, where possible, children being accommodated out with their family. Key to this has been their ability to provide early morning and evening support when families need it most. Much of the work is focused on improving relationships and reducing risk. The team has been piloting elements of the Signs of Safety model using the Improvement Methodology and small tests of change. So far, this model of working has been viewed positively by both the staff team and the families they work with. Consequently this has encouraged us to "spread" the small tests of change to other sites/services within Family & Community Support which will help us consider how Signs of Safety might be more formally rolled out.

The Family Support Service which operates out of 3 Resource Centers - Tillydrone, Deeside and Williamson have also been developing new elements of their service including how we better support Kinship Carers. The Children & Young People (Scotland) Act 2014 sought to formalise aspects of the support provided to kinship carers and extended the scope of those children who qualify for kinship support. It has long been recognised that extended family often have to quickly assume the care of grandchildren/nieces/nephews because of growing concerns for their care and welfare at home. Support to be offered will include group work, one to one support which may be a combination of emotional and practical support as well as family work to support changing dynamics and needs. The team is working closely with the Alternative Family Care Team who is responsible for the formal assessment of Kinship Carers.

The Family & Community Support Service has been working closely with colleagues as we progress towards the implementation of Phases 1 & 2 of the PSP – Early Help and Intensive Support. The team is looking forward to working alongside 3rd Sector Colleagues in the newly developed RAFT (Reaching Aberdeen Families Together) and Includem which is a new service to the city.

Looked After Children

The total number of Looked After Children has in the past year increased by 40 to 594. This represents 35% of all children open to children's social work. Aberdeen City has undertaken significant work to ensure the numbers of Looked After Children sit within the National average and the figures reflect this. In addition, Aberdeen now sits slightly below the city average figures for the same group. As part of the service's commissioning strategy, it has further engaged a third sector provider to work intensively with an identified group of young people in out of authority placements and return them to the City. This will reduce the above figure by 12 by March 2018. At the time of writing, 6 young people have already returned. Whilst there has been a 50% decrease in the use of such placements since 2010, the aim is to continue to safely reduce the numbers. The redesign of the in-house Family & Community Support service along with a newly commissioned Intensive Support Service has placed the service in a far stronger position to deliver on this expectation. In addition, the placements panel that reviews and makes decisions about out of authority placements has been redesigned and applies greater rigour to the process. This is already having a positive impact on decision making.

The overwhelming majority of Looked After Children continue to be placed in a 'family' home. As at 31st March 2017, 524 children were cared for within a family setting; 119 (20%) were cared for by parents; 115 (19%) by friends/relatives; and 290 (49%) by foster carers/adopters. 70 (12%) of Looked After Children were accommodated in a residential setting. This latter figure compares to a national picture of 10% of Looked after Children being in residential care.

The proportion of children and young people accommodated in community based placements has risen over the past year. Our strategic aim is to further shift the balance of care, increasing the proportion of children safely looked after at home with their parent(s) or with friends/relatives. At present Aberdeen City in these areas sits below the national average.

Recruitment difficulties to Consultant Social Work posts have slowed the implementation of Reclaiming Social Work. However, as the service continue to address it through service redesign and in house recruitment strategies, allowing the model to fully bed in, we anticipate the numbers of children accommodated by the authority to reduce. Given the continuing financial pressures, particular emphasis will be placed on out of city residential placements.

Supporting staff to understand and delivering on our new and extensive duties as set out in the Children & Young People (Scotland) Act 2014 has been a major focus over the past year - in particular Continuing Care and supporting Looked After Children to remain in their care placement beyond their 16th birthday possibly up to the age of 21.

This new legislation aims to deliver improved long term outcomes for care experienced young people.

There are five Children's Homes maintained by the local authority, each accommodating five or six young people. In addition, there are two 'satellite' homes each with two places within the city. Separately there is one Children's Home managed by Barnardo's and one Throughcare Home managed by Action for Children.

Due to significant challenges in recruitment, one of our homes has been non-operational for most of the year. Recruitment activity remains a key priority to build up the capacity of the residential staff pool to enable the home to re-open in the coming year. Work to refurbish the Throughcare Unit was delayed due to concerns about the quality of the work and suitability of the premises, but has now been successfully completed.

In 2015 the Scottish Government announced a new qualification for residential staff. Implementation of this has been put on hold and the Council awaits clarification from the Scottish Government as the intended future direction.

The educational attainment of Looked After Children in Aberdeen has been considerably lower than that of Looked After Children throughout Scotland and as a result, is a local priority. The appointment of the Virtual Head Teacher has provided a clearer focus on how schools and services are supporting Looked After Children to achieve their full potential and remains an area for improvement.

Youth Justice

The Whole System Approach (WSA) for youth justice in Aberdeen has been embedded within the GIRFEC framework. Youth offending has fallen continually over the last 5 years, showing a 28% reduction in the number of offences and a fall 26% in the number of young people who have committed offences.

	2012/13	2013/14	2014/15	2015/16	2016/17
No. of Offences	3230	2961	2758	2523	2324
No. of Crime Files	1942	1788	1583	1551	1331
No. of Juveniles	1113	981	898	965	824

For the second year running the number of offences committed by 8-15 year olds exceeds the number of offences committed by 16-17 year olds – 1289 compared to 1035. The number of young people referred to SCRA on offence grounds has shown a slight increase from 73 to 90. However this still represents a 70% drop from the position in 2010/11.

Through collaborative working and shared decision making, the WSA offers early intervention for low level offences, diversion from statutory measures, prosecution

and custody, and community alternatives. An Intensive Support Service (ISS) makes a range of provision available, including services provided by Third Sector colleagues.

WSA processes are continually reviewed and the approach strengthened. This has highlighted that the links between Youth Justice and Adult Criminal Justice need to improve. Due to the infrequency that children's social work staff submit reports to Court reports in relation to 16/17 year olds, reports are being shared with adult criminal justice colleagues to quality assure and ensure that young people are not being "up tarified" in terms of recommendation.

In addition skills and knowledge of staff working with young offenders has been enhanced by a number of learning and development events held over the past year.

This has included:

- Input from the CYCJ re CARM meetings
- Input from Christine McCarllie in relation to Young People who exhibit sexually harmful behavior
- AIM2 and ASSET Assessment training

The Family and Community Support Service have developed the IFIT (Intensive Family Intervention Team) Service to respond to the needs of young people who present high risk behaviours to de-escalate the level of risk and avoid the need for secure/custodial intervention. The IFIT Service works collaboratively with third sector providers of intensive support services.

The multi-agency "Responsible Group" which has responsibility for delivering on the Youth Offending Strategy has following a period of inactivity has been re-launched under a joint chair of Police and Children's Social Work.

Over the next year the group aims to:

- reduce the number of young people placed in residential provision out of Aberdeen City and utilise recommissioned services that provide Intensive Support, building on evidence of what works and reflective of the current need;
- Support the newly commissioned Intensive Support Service, delivered by Includem to return an identified number of young people placed in secure and residential care to Aberdeen City and to prevent further young people being placed in such settings.

Collaborative work continues with Police Scotland colleagues to ensure that young people, and particularly Looked After and Accommodated children, are not inappropriately targeted and criminalised. This continues to be a key priority for the service.

Corporate Parenting

With the recent legislation, both the range of public bodies required to act as Corporate Parents and the responsibilities that they have to plan and collaborate to promote the wellbeing of care experienced young people, have been extended. For example, local authorities are required to develop a corporate parenting plan detailing how they intend to deliver on their responsibilities. In 2015 Aberdeen was successful in its application to the Life Changes Trust (LCT) for funding to help to develop its Champions Board and the associated three year Development Plan provides the basis for Aberdeen City Council's initial corporate parenting plan.

This has been an exciting year for Corporate Parenting as the LCT award provided renewed enthusiasm, momentum and commitment. For example, significant milestones from the plan have been achieved and opportunities taken to strengthen participation in the city with a growing network of professionals working together to support care experienced young people. Whilst improvements have been made, there is more work to do in relation to all corporate parents fully understanding their responsibilities to Looked After and Accommodated Children. This remains a key priority for Aberdeen.

Champions Board

The Champions Board, which meets quarterly, provides an opportunity for care experienced young people to talk directly to decision makers about how best to remove complex barriers to multi-agency working so that innovative solutions can be agreed and implemented in a timely manner. An essential element of this is the development of participation in the city to help empower our care experienced children and young people and provide them with opportunities to develop their confidence, leadership and teamwork skills.

ACE Group and Children's Rights Development Assistants

To achieve this, a fortnightly group was established for care experienced young people, which was subsequently branded by the group themselves as ACE (Aberdeen's Care Experienced). The Group is supported by a Development Officer funded by LCT and recruited in partnership with Who Cares? Scotland. A range of activities have been arranged throughout the year including an annual residential. The group provides the platform to present the issues and areas for improvement to the Board's subsequent meetings. Our young people continue to inspire and impress us with their commitment and enthusiasm. They recently delivered a presentation of their work at a National Champions Board Event in Dundee in recognition that Aberdeen is leading on this work and supporting other Local Authorities to develop their Boards and develop their work programmes.

Children's Social Work employs two full time Children's Rights Officers who as well as providing support to Looked After Children to attend reviews and statutory hearings, have a broader Corporate Parenting development role. This has included managing and coaching a number of Children's Rights Development Assistants (CRDAs). CRDAs are care experienced young people employed by the council for up to a year and for six hours per week.

They are given projects and tasks related to the Corporate Parenting action plan and the Champions Board.

Throughout the year young people from the ACE Group have participated in several other events to inform policy and practice and there has been Community Planning Partnership wide interest in the Group and in the role of the CRDAs with many requests for them to be involved in consultations on service policy and practice.

Individual Grants

An individual grants scheme for care experienced young people was launched in September 2016, funded jointly by LCT and the City Council. Young people aged 14 - 25 can apply for a grant of up to £500 if they were looked after by Aberdeen City Council and have had at least three months care experience. Uniquely though, the scheme is managed by ACVO, the local Third Sector Interface, who are responsible for the launch, administration and management of the grants. A decision panel consisting of young people from ACE as well as the Who Cares? Scotland Development Officer and representatives from Education, Children's Social Work and ACVO, assess and decide on the applications.

At the first round there were 90 applications in total of which 43% were for driving lessons; 21% for clothes; 20% for furniture/decorating; 10% for laptops/college equipment; and 5% for miscellaneous. Forty-three awards of funding were subsequently made, ranging between £50 and £500. Two further funding opportunities will be available during the next twelve months. Aberdeen is the first Local Authority to be doing this and is providing guidance and advice to other Councils.

Positive Destinations / Education

The latest data set for 2015/16 shows a slight improvement in Looked After Children's attainment and school leaver destinations. Whilst the data shows that 71% of Looked After Children achieved positive follow up destinations compared to 91% of other all children – a 20% difference. This means that considerable work is still required to ensure Looked After Children have the same educational opportunities and life chances as others

The Virtual School Head Teacher for Looked After Children post was established in December 2015 to address high exclusion rates disparities in achievement. Whilst each Looked After Child remains the responsibility of the school at which they are enrolled, the Virtual School Head Teacher provides additional co-ordination of support at a strategic and operational level. The role of the Looked After Children Head Teacher is to advocate for the right to education for every one of these children, to reduce the exclusion rate and to address the high use of part time timetables, which disadvantages this group. There is currently a 20% disparity between the attainment of Looked After Children and their peers as outlined previously in this report.

An incentive that will contribute to the long term positive outcomes for Looked After Children is the implementation of the Dolly Parton's Imagination Library. This is a

monthly book gifting scheme for Looked After Children aged under five

Of the 138 eligible Looked After Children aged under five, 75% are enrolled in the Library and are receiving an age appropriate book every month.

Family Firm

Family Firm opportunities continue to focus on the Keen4Work programme that is delivered by Aberdeen City Council in partnership with Action for Children. The programme offers twelve week work experience opportunities in addition to an Employability Award qualification for care experienced young people. During 2016, 39 care experienced young people were supported by Keen4Work, eight of whom completed placements and three of whom gained employment.

Family Firm opportunities are interlinked with the aim of Aberdeen Guarantees in promoting positive destinations to the most vulnerable groups at risk of negative destinations. In developing Family Firm opportunities the links and communication to the Aberdeen Guarantees team has proved vital in getting the right opportunity for the right young person. In addition, Family Firm opportunities are advertised and included on the Aberdeen Guarantees website.

Secure Applications for Children

A very small number of young people present a significant danger to themselves or others and for these few; a placement in secure care may be warranted. These placements can be instigated through Court proceedings, or by the CSWO. The CSWO decides whether to implement a secure authorisation by a Children's Hearing and whether to remove a child from secure accommodation – and provides rigorous oversight over the process. The CSWO must be satisfied that the strict criteria for secure placements are met and that such is in the best interest of the child. Such placements are used for the minimum possible time, though this will vary according to the needs of the child.

Use of Secure Accommodation – Number of children placed in a year						
PLACEMENTS	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
Total New Placements	6 (5 children)	5	3	10 (9 children)	7 (9 children)	6 (4 children)
Paced by Court	3	1	1	1	0	0
Placed by Hearing & CSWO	3	1	0	2	0	1
Placed by CSWO	0	3	2	7	7	5
Hearing request - Declined	1	2	2	2	1	1

The criteria for secure care is set out in legislation and the CSWO as decision maker declined to implement one authorisation from a Children's Hearing on the basis there was insufficient evidence that the grounds were met.

While it is encouraging that there is a downward trend, the use of secure care will continue to be required where circumstances merit. Where the potential for secure is identified, the CSWO must be assured that every effort has made to avoid this option given it results in the ultimate, non-custodial, deprivation of liberty for a young person. The CSWO in Aberdeen takes this role very seriously, and has, on occasion, involved the City Council's legal team to ensure Human Rights Legislation is not being breached, and to provide external challenge to decision making. The importance with which this is regarded is reflected in newly commissioned services for those most at risk of secure and specialist residential provision and redesigned in-house provision to ensure that Secure Accommodation is truly the last resort.

Emergency transfer of children

The CSWO will, on occasion, be asked to give consideration to moving a child on a Compulsory Supervision Order to a more suitable placement before the child's circumstances can be presented to a Children's Hearing. There can be a range of circumstances which can trigger the need for such a move including where the carer/s or establishment is unable to meet the child's needs or where the child's behaviour is posing a risk to themselves or others.

Research tells us that children do best when there is careful planning in the lead up to a move of placement. The use of emergency moves should consequently be kept to a minimum, reflective of the emergency nature of the child circumstances. It is therefore encouraging that the data reflects the low use of emergency transfers.

	2012-13	2013-14	2014-15	2015/16	2016/17
Number of Emergency Transfers	12	16	17	10	10

Adoption and Fostering

The CSWO/Head of Children's Social Work is the Agency Decision Maker. This is a statutory role to consider the approval of plan's that are presented to the Adoption & Permanence Panel and the Alternative Family Care Panel. While the Court determines whether an Adoption Order is granted, the CSWO is the ultimate local authority decision maker on matters pertaining to adoption. It is the role of the CSWO in this context to thoroughly review the information and be assured that the recommendations from the Panel are the right ones for the child. As such, some recommendations will not be agreed or further information required.

	2012/13	2013/14	2014/15	2015/16	2016/17
Adopters approved	19	14	34	29	14
Adoption Plans approved	19	19	32	24	23
Children adopted	24	21	19	28	25
Foster carers approved	13	6	7	9	4

In March 2014 Aberdeen City were chosen as one of the pilot authorities to be

involved in the PACE, (Permanence & Care Excellence) programme. The PACE programme recognised that delay and drift occurred in the planning for children at every stage of the permanence process. For some this drift and delay can make it difficult for their permanence plan to be realised resulting in children remaining within the “care system” for the duration of their childhood.

Aberdeen City is taking a multi-agency approach to making changes that can reduce or eradicate delays in the decision-making for children who require permanence. The service has begun to see a reduction in the length of time it is taking for children's plans to be agreed. The implementation of Reclaiming Social Work has had a positive impact on plans being timeously progressed, and as the structure embeds, further improvements are anticipated. This excellent work has been the subject of National recognition and in November 2016, the children's social work service won a prestigious, National award.

The need to have an increased supply of foster carers and adopters is critical to meeting the needs of local children who cannot be cared for by their family. It is estimated there is a need for 800 foster carers in Scotland. The service operates in a very competitive environment with a number of Independent Fostering Agencies operating in the area. The whole service re-design as part of Reclaiming Social Work has seen the establishment of a team dedicated to the recruitment, assessment and preparation of new carers (adopters and foster carers). This team will be critical to minimising the need for children to be placed outside of Aberdeen and the associated dislocation from family and community this brings.

The good work of the Fostering and Adoption Team was recognised in a highly positive Care Inspectorate inspection in August of this year.

The downturn in the oil industry has seen an associated downturn in the numbers coming forward interested in adoption. Conversely, there is an initial indication that there has been marginal increase in the numbers coming forward for foster care whose applications will be formally considered in the coming weeks.

In 2016/17 there were 159 children, in external foster placements, commissioned by Aberdeen City Council. Reducing this number, supporting more children to remain within their family or placing them with our own foster carers is key feature of the Reclaiming Social Work model and will actively contribute to shifting the balance of care.

Adult Support and Protection

The Lead Social Worker has now taken over responsibility for Adult Support and Protection (ASP) for the HSCP. Work has commenced to review the governance of adult protection in line with the new arrangements for the partnership. The Terms of Reference for the Adult Protection Committee are being revised and the establishment of a Public Protection Chief Officers Group will allow more robust accountability and oversight of Adult Protection in Aberdeen. Performance management and practice improvement will be overseen by the Clinical & Care Governance Group.

Around 140 Council Officers have been trained to a level that allows them to carry out adult protection investigations and discharge specific legislative functions, an increase in 15 Council Officers from the previous year. A rolling programme of training is in place to ensure the professional development of staff and Council Officer Support Groups have been revised to provide specialist support and training, sharing of good practice and peer support for complex cases. It is now also mandatory for Council Officers to attend an 'Adult Support and Protection Refresher course every two years run by the Aberdeen Adult Protection Unit.

In recognition of the increasing complexity of the nature of adult protection investigations, a third Advanced Council Officer training course was held late in 2016. This course provided Council Officers with additional skills and confidence in working with complex issues, including capacity, consent, undue pressure and a focus on risk assessment and risk management.

The 'Keeping Yourself Safe from Harm' course continues to be delivered by the NHS Joint Training Coordinator and the Grampian Speech and Language Therapist who developed this Training for Trainers course.

There has been significant interest nationally in this course and the materials. The courses have been designed to enable pairs of staff from local authority, third sector and independent sectors to run hour long courses, to enhance the understanding and awareness of harm and how those who experience care can keep themselves safe. More of these courses are planned, they are received very well by adults who experience care and raising awareness this way has been a priority of the APC. A number of courses have been delivered with people with learning disabilities and course materials are being developed for use with older people.

Work around promoting awareness has resulted in increased referrals from individuals themselves, family members, the public, care homes, care at home staff, NHS staff, Fire and Rescue Service staff and the Ambulance Service. More ASP referrals are now received from the Ambulance Service, indicating that their staff awareness of ASP has been enhanced.

Following a Joint Inspection of Older People's Services in 2016, the Chief Officer of the Aberdeen City Health and Social Care Partnership commissioned an Internal Review of Adult Support and Protection. The reason for this review was to give assurance and commitment to having robust procedures and structures in place for adults at risk of harm and for this to be embedded within all our services across the partnership. The review involved the file reading of all 91 open ASP cases and 25 closed cases as well as workshops and interviews with staff at all levels. In response to the twelve recommendations from this review, a Short Life Working Group was established to consider the recommendations and an Improvement Plan with work being progressed over the next year. The CSWO was kept sighted on this work.

ASP Referrals

Over the past year 1203 referrals were received by the Adult Protection Unit (APU), a significant rise of 14 per cent compared with the previous year. This resulted in 330 Investigations being commenced under the Adult Support and Protection (Scotland) Act - 162 of these being for people aged 65 and over. The number of Investigations by client group was predominantly people with infirmity due to age, followed by people with mental health issues as follows:

Client groups	No. of investigations by client groups
Dementia	42
Mental health problem	52
Learning disability	30
Physical disability	48
Infirmity due to age	107
Substance misuse	7
Other	44
Total	330

Type of Harm

The largest reported type of principal harm which resulted in an Investigation is financial harm. This has been increasing significantly over a number of years. A Financial Harm sub group was set up several years ago and work has included training, guidance and closer working with banks and Trading Standards to try and address financial harm. Undue pressure around financial harm is also an increasing aspect. The APU Coordinator requested from the National Adult Protection Coordinator that further training and guidance was required in this area. This request was echoed nationally and in February 17 the Scotland seminar on 'Undue pressure in the context of banning orders' was found to be most helpful in advancing learning on this. A Council Officer Support Group in Aberdeen was then held to share this learning using seminar recordings.

The second highest type of harm investigated was physical harm which is consistently above the other harm types.

Type of principal harm which resulted in an investigation (as defined under the ASP Act) between 1 April 2016 and 31 March 2017	
Type of principal harm which resulted in an investigation	Number of investigations
Financial Harm	97
Psychological harm	34
Physical harm	64
Sexual harm	18
Neglect	47
Self-harm	55
Other	15
Total	330

Outcomes

Outcome of referrals received between 1 April 2016 and 31 March 2017	
Type of Outcome	Number of Referrals
Further AP action	410
Further non-AP action	522
No further action	271
Not known	
Total	1203

Outcome of Investigations carried out between 1 April 2016 and 31 March 2017	
Type of Outcome	Number of Referrals
Further AP action	41
Further non-AP action	197
No further action	83
Not known	9 (pending)
Total	330

There were no Protection Orders used during the period of this report. Three Large Scale Inquiries were conducted involving significant multi agency work and cooperation. This has resulted in enhanced multi agency working relationships and understanding of others' roles and remits. The CSWO provided professional advice and was kept fully briefed on the work. The CSWO is also provided with monthly data on all outstanding adult protection fieldwork on a monthly basis.

Future Plans

The Aberdeen City Adult Protection Committee Biennial Report 2014-2016 provided to the Scottish Government, highlighted a lot of the work that has been undertaken by the partners to not only raise awareness of adult protection but to continuously improve how we identify and respond to harm. Both the APC and the short life working group have clear action plans incorporating the considerations of the internal review and how we progress with adult protection within the changing landscapes.

The aim now is to strive for excellence in Adult Protection across Aberdeen. Keeping people safe from harm in Aberdeen is a priority for all partners. As more is understood about the nature and type of harm, there is an ever increasing need to be able to respond appropriately, making sure that all partners are involved. The Report also notes the need to continue to work with communities to make sure that citizens feel safe and included. The outcome being worked towards is to provide a responsive, timely service to adults at risk of harm.

Over the next two year period, further challenges are recognised for the APC in relation to how ASP work is linked with that of the Local Outcome Improvement Plan for Community Planning in Aberdeen, the Health and Social Care Partnership, and their respective strategic priorities. Key challenges identified in the Biennial Report are:

- Enhance and embed partnership working and service integration within the new Aberdeen Health and Social Care Partnership
- Take an active role in the development of the Partnership to ensure that adult support and protection is fully incorporated
- Continue to work to address the challenge of financial harm
- Making sure that the staff of all partner agencies have a well-developed understanding of ASP, recognising that this is everyone's business
- Awareness raising which will continue to feature in the APC Action Plan, in particular for service users and carers and the wider public
- Capacity of partner agency representatives to commit the time and effort they want to undertake ASP work – when faced with competing demands and responsibilities they encounter in other parts of their day jobs
- Continue to strengthen GP engagement across the City. The involvement of the Clinical and Depute Clinical Leads on the APC is crucial to this
- Consistency of data recording on a national basis to allow comparative data to be considered
- Ensuring a stronger national direction in relation to ASP since the disbanding of the national Policy Forum
- Strengthening NHS involvement in the Acute Sector
- Gathering qualitative data about the experience of the ASP process for individuals and their families / carers, to help improve processes to make them more person centred and user led.

The CSWO has an open invitation to the APC and attends as necessary.

Criminal Justice

Criminal Justice Social Work

The Criminal Justice Social Work service now sits within the Health and Social Care Partnership and is a Community Justice partner under the aegis of the CPP.

Quarterly contact has been maintained between the previous NCJA partners for the purposes of performance monitoring, benchmarking, quality assurance and sharing best practice.

Aberdeen continues to follow the national and international trend in that offending continues on a downward trajectory.

Arrest Referral and Diversion from Prosecution

These have been identified as a Community Justice area for improvement. We have already made improvements in relation to Diversion, setting up a direct referral route to Mental Health services, increasing numbers referred by the PF and commissioning a restorative justice service from the third sector. It is anticipated that a “down tariffing” approach which addresses issues at the lower end of the criminal justice system will prevent people from going to court, having convictions and, ultimately from going to prison. There is however, a considerable amount of work to undertake with Community Justice partners to create the culture within which to develop this further.

Courts

The location of the Pre-Disposal Team adjoining the Sheriff Court has enabled us to provide an enhanced service to both courts and clients. We are currently working in partnership with the Scottish Court Service to pilot a Problem Solving Approach with individuals with complex needs, have a minimum of 7 previous convictions and are at risk of custody. Initial outcomes are positive but the project will be subject to evaluation by the Scottish Government.

The number of Criminal Justice Social Work Reports requested by the Court in 2016/17 shows a slight decrease, although this is more marked in relation to women, probably due to the “rolling up” of charges in the Problem Solving Court. The number of Community Payback Orders imposed has continue to increase in relation to men but dropped by approximately 33% for women.

	2013-14	2014-15	2015-16	2016-17
CJSW Reports to Court	1,550	1,291	1,443	1,414
Community Payback Orders	1,054	1,116	1,132	1,206

Individuals subject to Community Payback Orders with Unpaid Work and Other Activity Requirements continue to undertake a range of tasks across the city; making colourful planters from reclaimed wood and filled with flowers to enhance the city centre environment, painting community centres, taking sheltered housing residents for their shopping, making craft items for sale with the profits going to charity and so much more. We try to incorporate skills training into placements wherever possible and a number of unpaid workers achieve certification/ qualifications such as CSCS and SQA.

We aim to be as responsive as possible to requests for work from the unpaid work team as identified by Aberdeen residents, Councilors, MPs, MSPs, charities, environmental services and other ACC services.

The introduction of Community Payback Orders in 2011 significantly shifted the balance of statutory orders away from supervision but this is the first year since where that balance has begun to be redressed. This reflects the higher level of needs presented by many clients particularly those with learning difficulties, mental health and psychological problems for which specialist services may not be accessible.

Domestic Abuse

The Caledonian System continues to offer effective intervention with higher level domestic abuse perpetrators plus support for women and children harmed. There are currently 78 on the Men's Programme and 134 receiving support from the Women's service.

The Caledonian System is currently subject to reaccreditation with recommendations from last year's evaluation being incorporated into the process. The Aberdeen Caledonian Systems Manager is seconded into the reaccreditation team.

Work is also being undertaken to produce a programme for lower level domestic abuse offenders which will also be suitable for the men aged 16 to 30 who come through the problem solving court.

Women's Services

The Connections Women's Centre has now been operational in Spring Garden for over two years and feedback has been almost universally positive. In addition to working with women in the criminal justice system, the Centre also provides support to women who have been harmed by domestic abuse. In addition to our community based service, our Women's Support Workers continue to meet with Aberdeen women in Scottish prisons on a regular basis. A strong working relationship is developing with staff at HMP Grampian.

MAPPA

MAPPA continues to function well in relation to both sex offenders and those who are Category 3 (MAPPA extension) offenders, i.e. those who by reason of their conviction are subject to supervision in the community and are assessed as posing a high or very high risk of serious harm to the public. These offenders are the “critical few” who require high levels of multi-agency support and management. We are very fortunate to have extremely good relationships with our partners in this respect with excellent communication, information sharing and joint working.

The CSWO attends MAPPA meetings as necessary and to ensure quality as part of the public protection element of the role.

The CSWO is also a member of Aberdeen City’s Criminal Justice Board.

Learning Disability

During the past year the Learning Disability Services continue to adapt and respond to the needs and outcomes of the individuals it supports amongst the challenges posed in the market place as well as financial pressures. The opening ceremony of our new Aberdeen Adult Learning Disability Centre took place in March 2017. The £4.3 million purpose-built centre will provide support and activities for approximately 50 adults with severe learning and physical disabilities. The facility is replacing the previous outdated centre and has the highest specifications throughout to ensure those attending the centre receive creative, fun and stimulating indoor and outdoor opportunities to help them enjoy fulfilling lives. Individuals attending the centre will have access to:

- an expansive outdoor sensory garden, with raised beds of scented plants, featuring winding paths and picnic areas;
- a hi-tech computer room, with touch-screen technology and software which can be activated simply by eye or mouth movements by the most severely disabled of the centre-goers;
- a specially adapted kitchen for service-users to learn basic lifestyle skills;
- a café area where they can serve up self-made snacks and drinks, and learn new social skills;
- a special sensory room with a water bed, a voice-activated light screen, an interactive “bubble tube”, coloured light projectors, and fibre-optic equipment to stimulate the senses;
- a large dining room/lounge which can double up as a theatre, complete with curtains and a stage, for staff and service-users to lay on drama and pantomimes.

The new centre – which is the size of a small primary school – also features a calming quiet room, an art and craft room, a laundry, a first aid room and meeting rooms.

Market Pressures

Last year we made the commitment to support provider organisations to deliver good outcomes for individuals in a flexible and responsive manner whilst addressing legislative demands regarding working practices. We have continued to meet with Providers throughout this year to strengthen our working relationships with them. Whilst this has been acknowledged positively by providers as being very supportive and helpful, we have still experienced a large voluntary provider leave Aberdeen city as well as 2 local organisations handing back their services for a number of reasons.

During the past year we have also experienced challenges when looking for Care at Home support for Adults with Learning Disabilities. Many of the providers on the Learning Disability Framework were unable to meet this need which placed a further demand on the already stretched Care at Home providers used within Older People and Physical Disability Services.

The Learning Disability Framework for "Support with personal care and housing" was implemented in 2015. This Framework also had a part for 'Lifestyle Support' which was previously referred to as day supports. These supports were hoped to be more innovative in promoting greater choice for people however this has not evolved and instead, the Framework continues to deliver traditional models of service. It is acknowledged that this Framework could be more successful and may address some of the aforementioned challenges if it changed to separate service arrangements rather than focus on client groups so this is an area for further development during the next 12 months.

Providers continue to experience challenges in recruitment and retention of staff whilst also juggling the competing requirements in relation to the living wage and increased costs associated to the sleepovers. These challenges and rising costs have been acknowledged nationally and locally and a process to identify eligible providers to receive 6.4% uplift and then a subsequent 2.8% was implemented.

Over the next year we will continue to focus on considering and exploring more creative, innovative and cost effective options to sleepover provision whilst maximising the varied technologies which are continually being developed and improved.

Changing need

We currently have a service in Aberdeen which supports a number of individuals who have very high and complex needs; however it is evident that this is an area for further development. Over the next year we will explore and consider how we meet the needs of those individuals who have complex and at times behaviour which can be described as challenging.

Last year we made the commitment to the mapping of services currently being provided and the financial costs associated to these services. This has enabled us to begin to highlight and address duplication of service delivery, models of support which may not be fit for the future as well as accommodation and environmental challenges we need to overcome.

There are many individuals who will be transitioning into Adult services in the future who have complex health care needs and as the Aberdeen Health and Social Care Partnership, we need to ensure that we have accommodation which is flexible to meet those needs as well as provider capacity, skill and expertise.

Learning Disability Strategy

Work is ongoing in the development and implementation of a Learning Disability Strategy for Aberdeen. A strategic steering group composed of wider partnership organisations and representatives has been established and is in the process of setting the vision and aim for the strategy. This is complemented by a variety of sub-groups, composed of representatives with expertise in particular priority areas, who will develop the key actions and recommendations of the strategy. A key part of the strategy development is the promotion of wider engagement with the local community and people with a Learning Disability, a separate group has been established to explore how engagement can be maximised and continued as ongoing best practice.

Mental Health Legislation

The Mental Health (Scotland) Act 2015 which was enacted on 30th June 2017 increases further still the role of the Mental Health Officer (MHO). This Act is essentially an amendment Act and has been introduced in order to tackle some of the problems with The Mental Health (Care and Treatment) (Scotland) Act 2003. For example, the provision of mandatory MHO reports in certain circumstances when Compulsory Treatment Orders and Compulsion Orders are extended, significant changes to the Named Person provisions, the introduction of a role for MHOs in the transfer of prisoners for treatment and a brand new provision relating to Victim's Rights. This enactment is thought to be part of the evolution of mental health legislation reflecting a greater emphasis on the rights of people who use services. MHOs are a key component of this movement. The figures given below support this trend as the steady increase in the use of Mental Health legislation also reflects greater awareness of the rights of people who use services.

Detention in hospital intervention	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Compulsory Treatment Order	49	65	56	52	62	82
Emergency Detention in hospital	20	30	36	36	28	40
Short-term	156	186	180	157	170	241

The Mental Health (Care and Treatment) (Scotland) Act 2003 Section 32 (the 2003 Act) places a responsibility on Local Authorities to appoint sufficient Mental Health Officers (MHOs) for their local area to undertake statutory duties. With the integration of Health and Social Care Services this duty still remains the responsibility of the Local Authority.

The 2003 Act stipulates that MHOs must be Registered Social Workers working for the local authority who are experienced and who have completed specialist training.

Aberdeen City Council secures accredited MHO training in partnership with The Robert Gordon University, with the University hosting the academic elements of the course. The Council provides the practice setting and Practice Assessors who are qualified, practicing MHOs who oversee and assess the knowledge and practice of MHOs in training. In 2016-17 four social workers completed their training and were appointed by the CSWO. A further four are currently undertaking training. Numbers of suitably experienced social workers coming forward for training vary and the demands of the course and on the service in which the worker is based are significant. Practice Assessing is also a demanding role. Recruitment, retention and training of MHOs is an ongoing challenge.

	2013	2014	2015	2016	2017
No. of MHOs	34	32	30	34	34
Trainees	NO COURSE	4	4	4	4

The above figures are intended to provide an overall picture and do not take in to account MHOs on Maternity Leave, Sick Leave and those who have moved to promoted, seconded posts. The actual numbers of MHOs providing a service are less than those given above.

There are 28 MHOs located across adult services with 19.5 working within Mental Health teams and 6 in the Out of Hours team. There are 14.7FTE core MHOs who are paid at a higher grade; these posts are MHO/SW posts and are mostly aligned to multi-disciplinary teams in Adult and Older Adult Mental Health at Royal Cornhill Hospital. There is one higher graded MHO in Learning Disability Services and one Peripatetic MHO. All Senior Social Worker Posts at RCH are also MHOs.

Adults with Incapacity – Guardianship

Currently for those adults who lack capacity to make decisions or take action to safeguard their own welfare, their property or their financial affairs, the Sheriff Court can appoint a guardian under the Adults with Incapacity (Scotland) Act 2000 (the 2000 Act).

The local authority has many duties under the 2000 Act including the duty to make application to the Sheriff Court to have the CSWO appointed as Welfare Guardian where this is necessary and no one else is doing so. This duty applies also to financial and property matters and application must be made to appoint a private solicitor as Financial Guardian. Private individuals also can apply to be appointed as welfare and/or financial guardians. In all cases where welfare powers are sought a report from an MHO is required.

People on Guardianship tend to be diagnosed with dementia, a learning disability or some other condition which affects cognitive abilities such as Huntington's disease, stroke and alcohol related brain damage. In cases where a private individual has been appointed the local authority has a duty to supervise the guardian at least once a year. Numbers of Guardianships have been increasing year on year. The use of this piece of legislation is also influenced by judgements made in Sheriff and European Courts around deprivation of liberty as it applies to the provision of care and this, alongside the introduction of Self Directed Support is partly responsible for the increase in the use of Guardianship.

The CSWO is Welfare Guardian for 110 people – up from 99 last year.
Private individuals are welfare guardian for 312 people – up from 286 last year.

The increasing use of Guardianship places a growing demand on social work services across the board. There are more Guardianship's in place for people with a learning disability than for any other client group. Judgements made in the European Courts around Deprivation of Liberty have impacted on views about the authority of the 2000 Act. Upcoming consultations by the Scottish Government herald major changes to the law in this area and are likely in the longer term to see the introduction of supported as opposed to substitute decision making for adults who lack capacity. In the shorter term mechanisms to authorise the holding of adults who lack capacity in general hospitals for medical treatment and in care homes for care may be introduced. All of these proposals will increase the duties on the local authority in general and MHOs in particular.

Mental Health Strategy

The Health and Social Care Partnership is in the process of refreshing the Aberdeen City Mental Health Strategy and this will take into account the newly launched Scottish Government 10 year strategy. The long established Mental Health Partnership Group which is a multi-agency group will lead on renewing our local strategy and action plan.

The new national strategy is wide ranging and the main focus is on working to improve:

- Prevention and early intervention;
- Access to treatment, and joined up accessible services;
- The physical wellbeing of people with mental health problems;
- Rights, information use, and planning.

The Scottish Government's intention is "that we must prevent and treat mental health problems with the same commitment, passion and drive as we do with physical health problems". There are 40 actions in the new Scottish Mental Health Strategy and these will inform the local strategy and subsequent action plan.

Older People

Throughout 2016/17, the improvement and transformation agenda has continued within the integrated landscape. In Older People, Physical Disability and Rehabilitation, the previous five community based teams have now been established into four locality based area teams: CM North, CM South, CM Central, and CM West. The Hospital Social Work team has continued to integrate itself further with NHS and Partnership colleagues within the hospital sites in the City.

Practice Improvement/Supporting the Workforce

The city-wide Care Management Response Team (CMRT) has now been in existence for over a year. This team was established to address continuing challenges in delivering an assessment and intervention service for urgent and high priority referrals. CMRT continues to respond to urgent requests for assessment, to identify needs and confirm care and support arrangements as quickly as possible. The team is currently in a review and evaluation phase, looking at the efficacy of the team in terms of our ability to respond to urgent referrals and the wider impact across the service, as well as further areas for improvement within the Team.

The establishment of five community teams into four has enabled us to maximise the use of additional Senior Care Manager resource to further develop areas of service. This includes work commenced in 2016 to develop our Assessment, Support Plan and Review tools, as well as our existing tools for carers assessments to comply with the requirements of the Carers (Scotland) Act 2016, particularly with regards to Adult Carer Support Plans.

As part of our practice improvement agenda, an SDS training programme has been developed and piloted, to be incorporated into our existing core skills training and development programme. Managers and practitioners from our service have been involved in the development of this programme which will be rolled out across all areas of Adult Services.

A mentoring scheme is being introduced to provide support to employees entering the service, and incorporating group learning and group supervision sessions whereby experienced managers will provide input on a rotational basis. With OD colleagues we are looking at re-introducing specific supports to newly qualified social workers, with the potential to extend this to other newly qualified workers as the integrated teams become established.

To further joint working and integration for hospital discharge, the Hospital Social Work team has increased its staffing in the integrated discharge hub at Aberdeen Royal Infirmary. Additionally, given the success of the integrated working at the Aberdeen Royal Infirmary site, planning is now in place to create a smaller scale discharge hub at Woodend Hospital as well. It is hoped that this will support further improvements in delayed discharge performance, with there already having been significant progress made over the past year (the number of people in hospital each month with standard delays reduced by 22% and the total number of avoidable hospital bed days reduced by 47%).

A service-wide development afternoon was held in June, and following on from this we are working with colleagues in Organisational Development to look at how we support and build the resilience of staff, consolidate a confident workforce and enhance the development of professional skills and expertise.

Partnership Working to Address Capacity Issues

Challenges remain around the ability of Care at Home providers to fully meet assessed need for care. The role of Resource Co-Coordinator was therefore developed in 2016 and appointed to in January 2017 in recognition of the challenge of addressing the hours of unmet care need in the City. This role has centralised the co-ordination of care searches, and has seen some success in targeting available resource to reduce hours of unmet need. We are also in discussions with care providers, exploring the potential benefit of an innovative approach to allocation of resource through an additional interface within the CM2000 operating system, which will enable the electronic matching of care to available resource. It is anticipated that the introduction of this system will free up staff time, enabling us to target this resource to support Adult Support and Protection work and to undertake care home and care at home reviews.

The current Care at Home contract expires at the end of 2017 and as such work continues with Care at Home providers to explore models of care delivery as we move into localities. In particular, it is hoped that the proposed revised Care at Home framework will enable a move away from time and task to an outcomes focused emphasis on person centred care, embedding the Partnership's strategic outcomes and supporting older people to live at home or in a homely setting for as long as possible.

Hospital Social Work has also developed its role in coordinating and managing more of the Interim and Intermediate resources of the Partnership – ensuring best use of these resources as demand increases.

Over the course of 2016-17 there has been one Large Scale Investigation undertaken into practice in a care home. Staff worked very closely with partners from Health, the Care Inspectorate and our arm's length external organisation to ensure that standards of care have improved. This placed considerable pressure on Older People's care management teams both in terms of the resource required to support this piece of work, as well as the challenge of managing the complexity of the situation. Staff commitment to see this piece of work through, going above and beyond the usual expectations of their job, was highly commendable and has been acknowledged throughout the Partnership.

Further Development and Improvement in 2016/17

- Ongoing work to streamline paperwork and assessment, review, and support plan tools.
- All staff to undertake the new SDS training.
- Preparation for the implementation of the Carers (Scotland) Act 2016 in April 2018.

- Regular surgeries to be held in all care homes to enable residents, families and staff to discuss standards of care and any concerns.
- Consideration of alternatives to existing respite solutions.

Aberdeen City Alcohol and Drugs Partnership

The Aberdeen City ADP meets on a quarterly basis. It has representation from a range of stakeholders, including:

- The Chair of the Alcohol, Drugs and BBV forum - which is an open forum for members of the community to share their views on local alcohol and drugs issues.
- Aberdeen in Recovery (AIR) – an alcohol and drugs peer recovery support group
- Civic Forum – a city wide community representative group

The ADP is tasked with helping deliver on nationally set Scottish Government outcomes for alcohol and drugs. It also works to deliver on its alcohol and drugs strategies and on priorities contained in its Delivery Plan 2015-18. This latter document contains four priorities: Prevention; Early Intervention; Reducing Deaths; Quality.

Third Sector alcohol and drug services are due to be re-commissioned during 2017. To this end public consultation took place earlier in the year to support the preparation of service specifications. The commissioning process is currently ongoing.

Aberdeen City operates an:

- Integrated Alcohol Service (IAS)
- Integrated Drug Service (IDS)
- Third Sector Alcohol and Drug Services (Direct Access and Recovery Focused Service) currently provided by Alcohol & Drugs Action Aberdeen

Services have multi-disciplinary staff teams, including Doctors, Nurses, Social Workers and Support Workers.

In 2016/17 there were 874 people referred to the IAS and 791 people referred to the IDS. During this time the IAS and the IDS consistently met Scottish Government health waiting times targets for alcohol and drugs services, which require that at least 90% of people are seen within three weeks from initial referral to treatment commencing.

The IAS and IDS has consistently met Scottish Government NHS treatment waiting times targets over the last year.

Work with the Care Inspectorate

Early in 2016, the Care Inspectorate began a programme of work, across the whole of Scotland, to support the validation of Alcohol and Drug Partnerships and services' self-assessment of performance and progress in implementing and embedding the National Quality Principles: Standard Expectations of Care and Support in Drug and Alcohol services.

The Care Inspectorate programme included: questionnaires for service users and staff; a self-evaluation template; case file reading; and meetings with service users, staff and ADP members.

The Care Inspectorate has since provided local feedback for each individual ADP area in Scotland. This information has identified both a number of strengths and areas for improvement. This will clearly help inform the ADP's self-assessment and improvement processes going forward which in turn will directly inform the development of its future Delivery Plan (2018-2021).

Work on dealing with people found drunk & incapable (D&I).

Partnership processes with respect to individuals found drunk and incapable were tested and enhanced in response to the closure of the Designated Place of Safety (DP) at the end of April 2016.

The D&I process is now designed to deliver both preventative and support aspects based on individual presentations utilising the Vulnerable Person Database (VPD), and alcohol service liaison based within the Community Safety Partnership Hub.

Although this process was designed to specifically deal with D&I incidents, alcohol is recognised to have a considerable impact on a wider range of issues. This new process with enhanced partnership working at its core has resulted in a wider range of referrals, as well as improvements in the identification of individuals requiring other assistance and support generally e.g. anti-social behaviour and high fire risk.

Custody Suite – In-Reach Service Development

Alcohol & Drugs Action as the commissioned third sector service were also tasked to develop an in-reach support and welfare service within the new Police Scotland Custody Suite at Kittybrewster. The pilot phase demonstrated the need to develop links with a variety of support options across the City and has been successful in providing continuity of support to a high number of vulnerable individuals.

Delivery of alcohol brief interventions

There is good evidence that the delivery of Alcohol Brief Interventions (ABI) can help reduce alcohol consumption. The Scottish Government set NHS Boards targets around ABIs. The ABI target for Aberdeen City in 2016/17 was 2884. Over the year, a total of 3,905 ABIs were delivered.

Supply of naloxone

Naloxone can temporarily reverse the effects of an opioid overdose and can therefore save life. Over the year, 695 naloxone kits were supplied to key individuals across Aberdeen. This represents a significant positive increase from the previous year of around 28%.

Complaints about Social Work / Social Care Services

The CSWO is kept up-to-date on the volume and nature of social work complaints received, and will occasionally sign off on responses where the circumstances require senior management approval. Using an excel spreadsheet register and CareFirst version 6 to record data on complaints allows for analysis and ensures that complaint information is available for services and committees and to inform service improvements.

Complaint trend information and analysis is reported quarterly to both the Council's Education and Children's Services Committee and the Clinical and Care Governance Committee of the Health and Social Care Partnership. Complaint information is also reported separately to the CSWO and the HSCP Chief Officer and forms part of the CSWO performance dashboard.

A regulated process applied to the methods and timescales for responding to complaints by persons who received or were in need of social care service and those under consideration during the period 2016-17 are within this report. This report considers statutory complaints where the requirement was for a formal investigation and a full written response under the procedure; appeals against original statutory complaint decisions and complaints heard by the Complaints Review Committee.

From 1st April 2017 this process changed, with alterations to the stages of the process, timescales and appeal rights. This will be reflected within future CSWO reports.

In the period April 2016 to March 2017, 237 statutory complaints were recorded (compared with 138 in 2015/16 and 78 for 2014/15).

These 237 complaints contained a total of 570 separate complaint points. Of these 570 complaint points, 72 points were upheld, 52 were partially upheld, 386 were not upheld, 35 where no decision could be made and 25 were withdrawn.

Children's Services received 145 complaints which contained 419 separate complaint points, 46 of which were upheld, 37 partially upheld, 290 were not upheld, 33 where no decision could be made and 13 were withdrawn.

Adult services received 82 complaints, which contained 136 complaint points, 23 of which were upheld, 10 partially upheld, 90 not upheld, 2 where no decision could be made, and 11 were withdrawn.

There were 10 complaints which covered both Children's and Adults Services, which had 15 complaint points, 3 of which were upheld, 6 not upheld, 5 partially upheld, and 1 was withdrawn.

In 2016/17, 97% of complaints that required acknowledgement were completed on time within the 5 working day timescale. This is in comparison to 87% in 2015/16.

In total, 73% of complaints were responded to within the 28 day deadline compared to 70% in 2015/16. Children's Services responded in time to 74% and adult services responded in time to 88% of their respective complaints. Of the 10 joint complaints, 43% were responded to on time.

In 2016/17, 42 cases were taken to appeal stage in comparison to 24 in 2015/16.

In 2016/17, 12 cases proceeded to a complaints review committee compared to 2 in 2015/16.

Many factors can influence the number of complaints received and it is difficult to quantify the exact reasons. The rise in the number of complaints in 2016-17 can partly be attributed to particular complainants who have made regular and voluminous complaints, as well as tightening of eligibility criteria resulting in individuals no longer receiving a service, which results in complaints. Generally speaking the team has to react to the complaints that are made and deal with fluctuation in volume as best they can. On occasion, a sharp increase in complaints, varying staff availability and annual leave commitments can make it difficult to meet timescales.

The Complaints, Rights and Enquiries (CRE) team continue to be actively involved in the investigation of complaints to aid social work staff, which is welcomed by the teams. The CRE team will continue to build on last year's compliance both in terms of acknowledgement and response times and they will endeavour to make further improvements in 2017/18.

8. User and Carer Empowerment

Self-directed Support

Aberdeen City continues to drive forward the implementation of the Self Directed Support legislation to the point where it is fully embedded in our operational practice and all of our supported young people, adults and where appropriate their guardians or carers have choice and control over the care received.

This is being achieved in 4 main ways:

1. Training, advice and guidance for staff
2. Improving access to information for supported young people, adults and their guardians or carers
3. Revised and improved processes, procedures and documentation.
4. Continual feedback and review

Bespoke training for staff has been developed and rolled out and we have a dedicated helpline where staff can access advice and guidance. The training covers all aspects of offering the 4 options to individuals assessed as meeting the eligibility criteria for social care services. It was designed based on feedback received from previous years and also aims to address professional dilemmas and challenges staff might encounter when discussing the various options with families.

The main tool for accessing information is the MyLife portal which is a dedicated web portal where everyone can find out all about Self Directed Support and what it means for them whether they are a member of staff, an individual or an organisation. It contains information on the legislation and the options, on help available for getting financial support, and has a Resource Directory for services available from Aberdeen City Council, from the Health and Social Care Partnership and from local third and independent sector providers as well as a Frequently Asked Question section and a range of personal testimonies of individual experiences of self-directed support designed to inspire others.

MyLife has been live since the summer of 2016 and has undergone a number of developments since then. The portal was simplified to improve user experience and ease of navigation; information is now accessible in fewer clicks; each section has simplified titles with additional explanatory subtexts; and the overall format was reviewed in an effort to make the website more user-friendly. Existing information was revised and updated and additional information added. A new section on the portal's home page details what the latest updates are so these can be seen at a glance.

New information leaflets have been developed (including an Easy Read version) and these will soon be made widely available in public places including GP surgeries. The forms that are used to record packages on our electronic case management system, CareFirst, have been revised and these facilitate the gathering and reporting on the progress, of the implementation of SDS and the uptake of each of the 4 options.

Funding from the Scottish Government has been used to employ a dedicated team to carry out reviews of all existing Direct Payment care and support packages. Some of these packages were arranged prior to the systems and procedure for SDS being available to staff and the review process is intended to provide assurance that everyone has been offered the 4 options, is employing the option of their choice and is receiving the care most appropriate to their preferences and needs.

Resource Allocation Panels, separate ones for Children and Adults, were introduced towards the end of 2016. A Lead Service Manager chairs these meetings and the panels review new and re-assessed funding applications along with care management staff, the SDS Coordinator, and colleagues from Finance, with a view to ensuring that the relevant levels of assessed care and support needs are met within identified budgets and that there is a degree of consistency in decision making across client groups.

Work continues on the implementation of the pre-payment card which in essence is a debit card which can be pre-loaded with DP funds and used to make identified purchases. Prepaid payment cards have a sort code and account number associated with them which enables the cards to be used with greater functionality and security. Payments can be made from the card by direct debit or standing order; this includes paying of Care Providers, paying the wages of a Personal Assistant and purchasing services identified within the supported persons support plan. Prepaid cards give supported people the required control over how and what their money is spent on, whilst giving the Council the ability to monitor spend. The supported person will no longer have to submit financial monitoring statements as the system has the functionality for the council to carry out proportionate monitoring of the DP.

The SDS Team lead by the SDS Coordinator continues to be the hub which gathers and coordinates all feedback in relation to SDS activity and they ensure that action is taken to address new and emerging issues as and when they arise. The implementation of SDS continues to be overseen by the SDS Programme Board which meets monthly and has representation from senior staff from Adult and Children's Social Care, Finance, the SDS Team and CareFirst. It receives updates on progress, considers any issues or innovations, and directs the appropriate staff to resolve or implement these. We are now in the final phase of implementation whereby we are mainly monitoring the effectiveness of the information, processes and procedures already in place. Over the next 12 to 18 months we will review the progress made and take a decision on how long the implementation governance arrangements require to remain in place.

Greater joint work is taking place across children's and adults social work to ensure consistency of practice in relation to SDS.

The Wellbeing Team

Over the course 2016 the wellbeing team of adult social care and the public health team from the former Community Health Partnership aligned themselves within the HSCP. Individuals in respective teams were already working together on projects at locality level so the process involved a joint session using 3rd Horizon thinking, attending respective team meetings and staff development sessions as well as individual team development sessions. The wellbeing team undertook a process of learning from their experiences to identify future areas of practice. This process also involved the use of improvement methodology and the team now has a driver diagram outlining key areas of how they work. Limited evaluation from previous projects has made it more difficult to identify projects to scale up and how that should happen. Analysis of referrals in Care First between 2016-17 to the wellbeing team from primary care and community based staff was undertaken and a report has been

shared with key senior staff.

As the organisational structure for HSCP was formally announced at the beginning of the year, with the Lead for Public Health and Wellbeing being a member of the senior team for operations, the two respective teams became one integrated team under public health and wellbeing from the beginning of April 2017. The shared learning, development and closer working relationships during 2016 have led to better understanding of different models and new ways of working. An organogram is now in place with individual team priorities outlined in one overall public health and wellbeing plan for 2017/18. As such, we envisage this will be the final year of contributing to the annual CSWO report.

During 2016/17 the Aberdeen partnership of local sports providers also took on the leadership for further development and delivery of the Golden Games. The programme was also evaluated with support from members of the health intelligence team within the corporate public health of NHS Grampian. The contribution of specific projects and members of wellbeing team to a project led through primary care, Silver City, has been well recognised both within HSCP and at national level. Specific activity has also helped shape an understanding of future capacity for link worker roles within primary care.

Team members continue to work in partnership to support initiatives which enable communities to engage in activities which will increase their wellbeing and quality of life and their contribution is being well recognised by Heads of Locality. The partners and colleagues that the team have engaged with have increased over the past 12 months to now include; Active Aberdeen Partnership, CFINE, The Robert Gordon University, Aberdeen University, North East College, local churches, the Public Health Team, Allied Health Professionals, Stroke Association, freelance exercise professionals, Bon Accord Care, Alzheimer's Scotland, Aberdeen Football Club Community Trust, Age Scotland, the Health and Care Village, Royal Cornhill Hospital, Woodend Hospital, City Hospital, Chaplaincy Listening Service, Aberdeen Royal Infirmary, GP practices, care homes, Aberdeen Council of Voluntary Organisations, Voluntary Services Aberdeen, Communities, Housing and Infrastructure, local commercial business and many others to increase the number of older people engaged in their communities, many with long term conditions.

Some examples of what we did in 2016/17:

- Sheltered Housing complexes across localities in the city have seen an increase in wellbeing engagement and opportunities by generating local ownership for the participation, management and sustainability of the activity;
- The Meaningful Activities network continues to thrive and has reached more people living in their own homes and in care homes with long term conditions. The network has further developed into community locations across the city by promoting inclusion and engagement. This has been achieved by working with partners to create a community that is more flexible to specific needs and conditions including dementia;
- We continue to support volunteers and empower them to meet needs in local areas. Some of the training for volunteers that has been provided includes; Functional Fitness MOT's, Technogym, Emergency First Aid, Moving and Handling, Dementia Awareness, Adult Support and Protection.

- The work of the Wellbeing Team and partners has been recognised at a national level in the 2017 Scotland Dementia Awards by being shortlisted for 'Boogie at the Bar' in the 'Best Community Support Initiative'.
- We have promoted good practice and learning increasing the availability of Wellbeing Manuals in localities. We have continued to use creative approaches to overcome shortfall and barriers in community settings to increase older people and volunteers taking further ownership, self-management and responsibility for their own health and wellbeing.

The main challenges faced in 2016/17 revolved around the changing direction of the team as the Health and Social Care partnership was developing whilst also dealing with increasing requests for wellbeing team members across services. Whilst it could be said that this highlights a positive effect of the work of the team it also highlights the challenge envisaged for 2017 of enabling the system to focus on wellbeing as a whole with the person at the centre. As the HSCP progresses into its locality model we will also endeavor to identify more robust indicators of wellbeing and community resilience.

9. Workforce Planning and Development

Children's Social Work

The implementation of Reclaiming Social Work delivers a new way of working for the entire Children's Social Work Service. This has required comprehensive training for existing staff as well as taking cognisance of the fact that potential external applicants are unlikely to have undertaken training or have a qualification in systemic practice. Professional social work employees are being trained in this method and as new social work units go live, all staff are benefiting from a comprehensive induction programme that covers the reclaiming vision, systemic practice, role definition, practical guidance and information on how the new team will operate and team building.

In September 2016 Education & Children's Services Committee approved a redesign of the Children's Residential Service. The redesign proposed new roles within the residential service but also set out a clear philosophy of care. This philosophy has been shared with third sector providers who deliver a children's residential service within the city. To support this transformational change Dyadic Developmental Psychotherapy (DDP) training is being delivered to staff to enable them to have the skills and knowledge that underpins the philosophy of care. (This training is fully compatible with the Reclaiming Social Work model). The DDP training is inclusive of the fostering service. This training will actively contribute to improving the outcomes of children who require the care of the local authority

The Scottish Government have put on hold the proposed SCQF level 9 award for staff in residential child care. It is presently unclear when a resolution to this position will be announced but has the potential to have a significant impact on for the residential service.

The service has been adversely affected by the limited learning and development programme available to children's social work staff due to contractual issues with an external provider. This has now been addressed through CSWO intervention and an in-house Learning & Development Team has been re-established. This will allow the service to design and broaden improved development opportunities for staff. For example, it will include both the provision of core skills training as well as more in-depth and professional qualifications such as the Certificate in Child Protection delivered by Stirling University. The service is also working with Human Resources (HR) colleagues to provide an in-house development programme that will support staff move into key posts within the Reclaiming Social Work structure. The new learning and development post we have now reestablished will be critical to developing our relationship with Robert Gordon University to ensure a seamless transition for newly qualified social work staff into the service.

Workforce

There continue to be significant difficulties in recruiting Social Workers (especially experienced Social Workers) and Consultant Social Workers / Team Managers across Children's Fieldwork and the service has been reliant on agency workers to supplement the core workforce and maintain safe practice. The position is similar in the Children's Residential Service where the vacancy rate remains high.

A Recruitment / Workforce Workstream for Children's Social Work comprising Social Work, HR and Communications representatives to consider these issues and to look at creative solutions has been developed. A range of initiatives have been undertaken including working with the Robert Gordon University to attract new social work graduates, having a recruitment stall at social work conferences and careers events across Scotland and England, producing a promotional video, and publishing articles about the positive impact of the Reclaiming Social Work model in the trade press. The Head of Service/CSWO has delivered presentations at National conferences attracting positive feedback on social media, and the service has been invited back to the Stirling University 'Excellence in Practice' conference for a second time. In addition, a recruitment partner was engaged to undertake a national targeted search exercise for Consultant Social Workers, but with limited success. The feedback from this exercise is that geography is the major barrier. Aberdeen is seen as too remote, with a requirement to relocate (rather than commute) and this, coupled with a continued high cost of living is a major barrier to recruitment for the Council.

In order to address this and to ensure robust succession planning, a development programme for aspiring Consultant Social Workers has been launched which is available to all Social Workers who feel ready to take the next step into a management role. The structured programme offers successful candidates a range of development, learning and supported 'on the job training' in all aspects of the Consultant Social Worker role. At the end of the programme, successful candidates will progress to permanent Consultant Social Worker positions.

Learning & Development

Key to the introduction of Reclaiming Social Work has been the on-going

commitment to providing training for front line staff in systemic practice. By the end of 2016 over 150 staff had undertaken the one year Certificate in Systemic Family Therapy course, whilst additional short courses had been provided for other groups of staff including senior managers.

Each new Reclaiming Social Work Unit that has been opened has included a comprehensive five day induction programme for the staff involved. This has focused on how their practice will change as well as giving them an opportunity to get to know both each other and the workload that they are assuming responsibility for.

More recently the review of residential child care has seen a similar commitment to providing training in Dyadic Developmental Psychotherapy (DDP) for staff working in Children's Homes as well as a number of those working in Family & Community Support roles. Our Practice Improvement programme remains a key part of the overall plan. This includes a series of half day, thematic training events for all staff throughout the year, as well as annual full day conference. The theme of this year's conference, held in May, was Health and Wellbeing, focusing on the children and families and young people who use our services and of our staff. It included inputs from National speakers as well as presentations from the providers of our newly commissioned services. Bringing the learning and development function back into Aberdeen City Council has enhanced our ability to offer high quality training and development opportunities for our staff, provide enhanced support to newly qualified social workers, and to ensure that the Continuous Professional Development (CPD) requirements for registered social workers are met.

Aberdeen City Health and Social Care Partnership

A workstream has been set up within the Partnership to progress workforce planning. This is being coordinated by the Workforce Plan Development Group (WFPDG). A terms of reference has been agreed for the Group which sets out the following purpose:

1. To review the current workforce plan for the Aberdeen Health and Social Care Partnership in light of the new national guidance on workforce planning to be released in Spring 2017.
2. To compile an action plan that will detail what the Partnership needs to do to be able to effectively workforce plan, on an ongoing basis, from the point at which the four localities are suitably established. This plan will then be submitted to the Partnership's Executive Group for consideration of resources required and approval.

The national guidance was not released in spring 2017 and is being published in various parts throughout this calendar year. The WFPDG will review the Partnership's local workforce plan against each part as it becomes available. At the time of writing, a consultation is taking place within the Partnership to inform this ongoing review of the plan.

The 'preparatory' action plan mentioned in number 2 is currently close to completion. This highlights the work that needs to be done to workforce plan effectively in the future and covers areas such as:

- Data collection and analysis
- Harmonising NHS Grampian and Aberdeen City Council approaches to workforce planning

- Working with third and independent sector partners to effectively workforce plan
- Learning and development support

When the action plan is complete, it will be presented to the Partnership's Executive Team for consideration and resourcing.

Employee Engagement

iMatter is a staff engagement tool which has been rolled out across the Aberdeen City Health & Social Care Partnership (ACHSCP). Its purpose is to measure the level of employee engagement within the Partnership and encourage managers to work with teams and employees to create actions which will improve areas where employee engagement is low and maintain and celebrate areas in which employee engagement is already high.

The iMatter Employee Engagement questionnaire was sent out to every member of staff within the ACHSCP in July 2017. 73% of staff have completed the questionnaire at the time of writing.

The results of the Partnership's iMatter report and subsequent actions will also be used as a benchmark for the ACHSCP's Employee Engagement Strategy.

Learning and Development and Training

A wide range of learning and development activity is happening across the Health and Social Care Partnership. A joint training group has been established to support staff to develop new and innovative forms of training such as community nurses training carers in dealing with palliative care.

Aston is a team diagnostic tool and the Partnership's Development Facilitation Team has been trained in Aston Team Journey and is now rolling this out to interested teams. There are also a range of tools being used such as Belbin and Transactional Analysis in supporting teams to work well.

A wide range of workshops have taken place over the last year which have assisted the Partnership to move forward agendas such as Self Directed Support, Adult Support and Protection, Public Health and Community Nursing.

The Development Facilitation Team are trained to provide various levels of coaching and mentoring and these opportunities are available to all staff in the Partnership to uptake on an ongoing basis.

In addition to the above, there is a range of training such as people handling and first aid as well as support with SVQ qualifications provided to staff across the partnership by the Council's arm's length trading company, Bon Accord Care.

Induction sessions are open to all new employees in Health or Social Care on a monthly basis. The executive team are involved in the session, which includes a question and answer session. This has been well received.

10. Improvement Approaches and examples/case studies of improvement activities

Reclaiming Social Work

The roll out of the Reclaiming Social Work structure began as planned in February 2016 and has now been running for the first full year of a three to five year change programme. All staff are now matched into their new posts and we have:

- Implemented a revised structure for the Alternative Family Care Service.
- Established a further 7 Social Work Units.
- Established 3 Permanence and Care teams using systemic practice.
- Established a Youth Team that uses systemic approaches to work with care leavers and 16 - 18 year olds who are in the Criminal Justice system.
- Established revised Children with Disabilities team to focus on the management of children's care packages.
- Implemented two newly commissioned Public Social Partnerships services looking at early intervention and intensive support.
- Planned for the expansion of the unit model going forward.

Direct feedback from people who use our services and staff in the Units implemented from February 2016 onwards has been extremely positive and encouraging. Families have spoken of feeling a difference in how social work staff interact and engage with them. The Unit model is beginning to evidence that social work staff are managing risk more effectively and supporting families to identify solutions to their own difficulties. It is a strength based model and it is anticipated that this will lead to more children being supported to safely remain within their family and community, and over time and contribute to a reduction in the numbers of children accommodated by the local authority.

Covalent software has been developed to improve the collection of outcome based performance data for the children's social work service. This IT based work has not been without difficulty, but we are now in a position to report on the impact of Reclaiming Social Work in 2018/19.

Conclusion

Aberdeen City Council and its partners, like a number of areas, continues to face demand management and financial challenges. However, strong social work leadership is ensuring that the use of up to date evidence based models, research informed practice and a strength based approach to children's and adult's social work is making a difference – and that the impact effectively measured.

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Annual Report by Local Authority Chief Social Work Officers
Suggested template and content guidance for production of 2016-17 report

May 2017

PURPOSE

1. The template and content guidance are intended to assist Chief Social Work Officers (CSWOs) in production of their Annual Reports.

BACKGROUND

2. In compliance with their statutory functions under the Social Work (Scotland) Act 1968, all Local Authorities have a CSWO. For a number of years CSWOs have produced Annual Reports about social work services which are provided for relevant Committees and/or full Council and increasingly they are also of use to Integration Joint Boards and Health and Social Care Partnerships. In 2014 CSWOs agreed that the use of a Template would enable a more consistent approach to producing these Reports and that this would be useful for CSWOs. The approach would also enable the Office of the Chief Social Work Adviser in the Scottish Government (OCSWA) to collate an overview Summary Report based on the key content of the Reports. This summary would:

- be of value to CSWOs and also support the Chief Social Work Adviser (CSWA) in their role of raising the profile and highlighting the value and contribution of social work services.
- be a useful addition to the set of information available to aid understanding of quality and performance in social work services across Scotland – in line with the actions under the *Vision and Strategy for Social Services in Scotland 2015-2020*.

3. The template approach was introduced in 2014 and summary reports have been produced of the 2013/14, 2014/15 and 2015/16 CSWO reports.

ASSUMPTIONS

4. In the collaborative discussions which led to the development and uptake of the approach, agreement was made on the following assumptions:

- The Scottish Government CSWA has no role in “*performance management*” of LA social work services and use of the template and production of the overview Summary Report is not an attempt to change that position. Whether or not to use the template is entirely a decision for each local authority.
- The approach should be of use to the Care Inspectorate and not duplicate its work.
- CSWOs would be invited to comment on a draft version of any summary overview report which is produced by OCSWA.

THE TEMPLATE

5. Some key points on use of the template:

- The Template provides a suggested structure for the annual CSWO Reports. The preference is that CSWO Reports cover a financial year rather than a calendar year or other time period.
- The Template is not intended to be restrictive. However, guidance within each template section describes what information might be included as **a minimum** under each section.
- The purpose of the Template is to enable presentation of information which succinctly and clearly sets out how social work services are being delivered, what is working well, what is not and why and how LAs, and partners, are planning for and delivering change. It is also designed to highlight innovative and good practice as well as areas of challenge for LAs.
- The Template is designed to enable CSWOs to produce reports which draw together already existing information in a more consistent way and does not require new information to be produced. Links to more detailed reports on activity and outcomes can, and should, be referred to and embedded in the report but the data itself need not be repeated.

ACTION FOR CSWOs

6. CSWOs are requested to use the attached Template to structure their Annual Reports for 2016/17 and **email their completed reports to the Chief Social Work Adviser, Scottish Government by 30 September 2017 or earlier if possible.** Where possible, urls for the published reports should be included in the email. Reports should be emailed to: Morag.Robertson@gov.scot

7. If at 30 September the report has yet to be cleared by the relevant Council Committee, CSWOs are asked to send in a draft report stating that its content is awaiting formal Committee approval and indicating when that is expected to happen.

Office of the Chief Social Work adviser, Scottish Government

May 2017

ANNUAL REPORT BY LOCAL AUTHORITY CHIEF SOCIAL WORK OFFICERS
SUGGESTED TEMPLATE FOR PRODUCTION OF 2016/2017 REPORT

1 CSWO Summary of Performance- Key challenges, developments and improvements during the year

2. Partnership Working - Governance and Accountability Arrangements

3. Social Services Delivery Landscape

4. Resources

5. Service Quality and Performance including delivery of statutory functions

6. Workforce

a) Planning

b) Development

GUIDANCE ON CONTENT FOR THE TEMPLATE SECTIONS OF THE 2016-2017 REPORT

The guidance provides a note of ‘ **Indicative Content**’ for each section of the Template. It is not the intention to prescribe the exact nature of all the information provided in the Template, that is a matter for individual CSWOs. However CSWOs are recommended to provide, **as a minimum**, the Indicative Content set out in this guidance. CSWOs are encouraged to provide additional information within the Template, where they feel that would be helpful.

1 CSWO's Summary of Performance - Key challenges, developments and improvements during the year

This section should provide a brief narrative on the key progress on priorities and challenges which occurred in 2016/17 and any key developments and achievements which CSWOs wish to highlight. Further detail can be included later on in the report – this section should provide the CSWO's own perspective on a summary of the year.

Indicative Content:

- evidence of actions and developments in addressing key priorities and challenges in your area
- highlighting areas where more progress needs to be made in order to meet desired outcomes and particular challenges going forward
- key successes and improvements that were achieved in 2016/17

2. Partnership Working - Governance and Accountability Arrangements

This section should give an overview of the systems and structures that CSWOs have in place to assure themselves of the quality of social work services in their area. It should outline Governance and strategic partnership arrangements, and comment on how they are functioning in regard to social work services. It should also include a focus on the partnership arrangements with Third and Independent Sectors and with service users and carers.

Indicative Content:

- an overview of strategic partnership structures and governance arrangements - including health and social care partnerships, community planning partnerships, children's services partnerships and partnerships with the Third and Independent Sectors. It would be helpful to highlight any developments around these partnerships and also to indicate any challenges and how they are being addressed
- the role of the CSWO in the governance and accountability structures and the arrangements by which the CSWO discharges their functions in these structures
- care governance structures and how the CSWO is placed to assure the quality of social workers and of social work practice
- how users, carers and communities are engaged as individuals and collectively as partners in service planning, commissioning and development

3. Social Services Delivery Landscape

This section should provide an overview on how social services provision is supplied within the area (what is the “market” of provision?). This should include comment on the nature and make-up of local

provision, how well it is working and whether there are any significant service or provider gaps and what is being done to address those.

Indicative Content:

- what is the nature and size of local social service provision, explain how 'market' data is collected and shared with delivery partners how are the independent and voluntary sector, service users and communities involved in planning and designing the delivery of services
- how local commissioning is working and being taken forward – what are the challenges and how are these being tackled.

4. Resources

This section should provide an overview of the resources available to provide social services including: a view on how financial constraints have impacted on services, identifying the pressure areas and how they are being mitigated; highlighting areas where improvements are delivering efficiencies and more cost effective services.

Indicative Content:

- what are the main financial pressure areas, has there been a risk analysis of these areas and are there plans in place to address the financial pressures
- how the LA is shifting resources to early intervention and prevention

5. Service Quality and Performance including delivery of statutory functions

This section should present an overview of social services quality and performance. It should cover achievements; weaker areas and what is being done to resolve these; challenges and pressures around delivery and sustainability (generic and service specific); key risks to delivery and the activity being taken to mitigate those risks; and it should also describe progress with delivering key national policies and key developments around the continuous improvement agenda. It should also include an overview of the LA's capacity/ability to deliver its statutory functions related to social work and comment on the capacity of CSWOs and others to discharge these functions. It is for CSWOs to decide which areas of performance they cover in more detail but the overview needs to encompass a view across all areas of service provision.

Indicative Content:

- how social work delivery is contributing to local and national outcomes, national change programmes and to the public sector reform agenda
- overall progress with the shift to outcomes focus , early intervention, integration of health and social care, personalisation of services, co-production and self-directed support, risk enablement, and community capacity building
- an overview on how services are performing, what is working well, what have been the key achievements in the past year, what needs to be improved
- areas of good practice, new and innovative services developed, service redesign

6. Workforce

The purpose of this section is to provide an overview of relevant a) workforce planning and b) workforce development activity within the LA - including joint activity with key partners.

Indicative Content:

a) Workforce Planning

- key workforce planning activity – what works well and why, what could work better, what are the challenges, what improvements are planned and what are the priorities for the year ahead
- evidence of predictive future workforce planning activity, including work with the independent and third sectors to workforce plan
- succession planning for the CSWO role
- recruitment issues – overview of position, existing challenges and solutions to tackle these

b) Workforce Development

- collaborative approaches to workforce development, cross-sectoral and multi-agency workforce development strategies/activity
- how the CSWO is strengthening leadership at all levels, collaborative leadership activity and any linkages with wider public sector leadership development agenda
- overview of workforce development actions – key challenges and achievements including progress with registration of the workforce and support for CPD.
- workforce engagement/surveys - describe how feedback from the workforce is used to improve retention of the workforce

Exempt information as described in paragraph(s) 9 of Schedule 7A of the Local Government (Scotland) Act 1973.

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