

LEGAL AND DEMOCRATIC SERVICES

COMMITTEE DECISION SHEET

FINANCE, POLICY AND RESOURCES COMMITTEE - WEDNESDAY, 20 SEPTEMBER 2017

Please let the Committee Officer know as soon as possible if you do not agree with any action proposed in this decision sheet. These are decisions of the Committee and there is an expectation that action will be taken. If for any reason it is apparent that you will not be able to act on these instructions in full or in part or that there will be a delay, please let the Committee Officer know as it may be necessary to advise the Committee or seek further instructions from the Committee.

	Item Title	Committee Decision	Services Required to take action	Officer to Action
1	<u>Members are requested to determine whether any urgent business be considered</u>	<u>The Committee resolved:</u> to accept item 10.14 (Disposal of Nelson Street Pavilion and Playing Fields) as a matter of urgency.		
2.1	<u>Members are requested to determine that any exempt business be considered with the press and public excluded</u>	<u>The Committee resolved:</u> to consider items 10.2 (Management of Gaps in the Public Transport Network – Exempt Appendix), 10.3 (School and Social Work Transport Framework Agreement Extension – Exempt Appendix 1), 10.4 (Conditiona and Suitability 3 Year programme – Exempt Appendices), 10.5 (Proposed Purchase – Ground at Wellington Road – Exempt Appendix), 10.6 (Development of Service Level Agreements (Equalities)), 10.7 (Request for Approval of Expenditure for Wines, Beers and Spirits Tender – Beach Ballroom), 10.8 (Elections Services Tender), 10.9 (Hillhead of Pitfodels – Proposed Sale of Farm House – Redevelopment of Derelict Farm Building), 10.10 (Lands of Skene, Surplus Houses), 10.11 (Jessiefield farm),		

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		<p>10.12 (Request for Rates Relief (Hardship)), 10.13 (Aberdeen exhibition and Conference centre – Financial Update and Anaerobic Digestion Gas to Grid Plant Construction Contractor Procurement), 10.14 (Disposal of Nelson Street Pavilion and Playing Fields), 10.15 (Mitigation of Risks for New Domestic Gas Servicing and maintenance Contract), 10.16 (Pinewood Hazledene Sales Update) and 10.17 (Hydrogen and Electro Mobility in European Regions) with the press and public excluded.</p>		
3.1	<u>Declarations of Interest</u>	<p><u>The Committee resolved:</u></p> <p>(i) Councillor Grant declared an interest in item 9.8 (Wallace Tower, Tillydrone Road) by virtue of his position as Chairman of Tillydrone Community Development Trust, he considered that the nature of his interest required him to leave the meeting and he took no part in the Committee’s deliberations thereon; and</p> <p>(ii) Councillor Jackie Dunbar declared an interest in item 9.11 (Middlefield/Northfield Place-Making (2nd Report)) by virtue of her being a resident of Middlefield living very near to the proposed paths, she considered that the nature of his interest did not require her to leave the meeting.</p>		
4.1	<u>Requests for Deputation</u>	<p><u>The Committee resolved:</u></p> <p>in terms of Standing Order 13.5.6, to reject two requests for deputation on the basis that they are not competent as they fall into the</p>		

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		category of deputations which relate to matters that have alternative procedures for representation.		
5.1	<u>Minute of Previous Meeting of 29 June 2017 - For Approval</u>	<u>The Committee resolved:</u> to approve the minute as a correct record.		
6.1	<u>Committee Business Statement</u>	<u>The Committee resolved:</u> (i) to remove item 1 (Suzunoya Project), item 8 (Wallace Tower, Tillydrone), item 10 (Art Gallery Redevelopment Fundraising), item 15 (Purchase of Ground at Wellington Road), item 16 (Economic Policy Panel), item 21 (Tall Ships Race), item 22 (Middlefield/Northfield – Travel Routes), item 26 (Development of service Level Agreements (Equalities)), item 28 (Bus Service Options) and item 29 (Aberdeen City – Residential Nursing Home Provision) (ii) in relation to item 4 (Report on Lease Issues with ALEO's – His Majesty's Theatre Roof Repair), to retain this on the statement until such time a report is submitted to the Committee for consideration; (iii) to transfer item 12 (Review of Bookings and Lettings Procedures in Schools and Learning Centres) and item 31 (Joint Venture Proposal with Hunchbuzz) to the Strategic Transformation Committee Business Statement;		

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		<p>(iv) to transfer item 17 (Union Terrace Gardens) to the Council Business Statement; and</p> <p>(v) in relation to item 31 (Joint Venture Proposal with Hunchbuzz), to agree that officers organise a presentation/workshop for all members of the Council.</p>		
6.2	<u>Motions List</u>	<u>The Committee resolved:</u> to note the Motions List.		
6.3	<u>Tracker</u>	<u>The Committee resolved:</u> <p>(i) to note that a report relating to Victoria Road School which had been scheduled to be included within the agenda for today's meeting would now be submitted to the next meeting of the Committee; and</p> <p>(ii) to otherwise note the information contained within the report tracker.</p>		
7.1	<u>Notices of Motion</u>	<u>The Committee resolved:</u> to note that there were no Notices of Motion submitted.		
8.1	<u>Statutory Performance Indicators 2016/17 - CG/17/104</u>	<u>The Committee resolved:</u> <p>(i) to note the performance against the indicators identified in the report;</p> <p>(ii) to agree that the SPI outturn performance for 2016/17 be published on the Council's website as part of our Public Performance Reporting (PPR) arrangements; and</p> <p>(ii) that if possible, to include benchmarking data against other</p>		

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		comparable Scottish local authorities in the document.		
8.2	<u>Corporate Governance Financial Performance - Quarter 1, 2017/18 - CG/17/100</u>	<u>The Committee resolved:</u> to note the Corporate Governance forecast revenue and capital position as detailed in Appendix 1.		
8.3	<u>Corporate Governance Service Outcome Improvement Report - CG/17/097</u>	<u>The Committee resolved:</u> (i) to instruct officers to identify the type of frequent queries that the Ask HR team were receiving from staff and to circulate details to all members of the Committee; and (ii) to note the Service Outcome Improvement Report for the Corporate Governance Directorate and the information contained therein.		
9.1	<u>Living Wage Accreditation - Progress Report - CG/17/105</u>	<u>The Committee resolved:</u> (i) to approve an increase in the pre-parity rate for all framework agency workers to at least the Living Wage figure for the year (currently £8.45); and (ii) to note the progress of the Council's application for accreditation as a Living Wage employer		
9.2	<u>Corporate Information & ICT Acceptable Use Policy - CG/17/101</u>	<u>The Committee resolved:</u> (i) to note the information contained within this report;		

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		<ul style="list-style-type: none"> (ii) to approve the new consolidated Corporate Information Policy, as outlined at section 3.1 to 3.4, and at Appendix 1; (iii) to approve the revised Corporate ICT Acceptable Use Policy, as outlined at sections 3.5 and 3.6, and at Appendix 2; (iv) to note that ICT Account Access Procedure referenced in Appendix 2, section 4.7 is not attached and will come to next meeting of FP&R on 30 Nov 2017 for approval as part of a wider ICT Protective Monitoring Policy; (v) to delegate authority to the Council's Senior Information Risk owner to make minor amendments to the above policies; (vi) to delegate authority to the Council's Senior Information Risk owner to approve any new or revised operational practices and procedures required to support the above Policies following consultation with the Convener and Vice Convener of Finance Policy and Resources Committee; and (vii) that any minor amendments to policies be included in a Service Update. 		
9.3	<u>ACC Communications Policy 2017 - OCE/17/018</u>	<p><u>The Committee resolved:</u></p> <ul style="list-style-type: none"> (i) to approve the policy for implementation as attached at Appendix 1 to the report, subject to replacing the word 'most' to 'all' at 		

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		paragraph 4.1.7. (ii) to request that all future press releases be circulated to all members of the Council		
9.4	<u>Tall Ships - CHI/17/128</u>	<u>The Committee resolved:</u> (i) to note the content of this report; (ii) to agree that a bid for the Tall Ships Race in 2022 is not viable and therefore agree that the development of a formal business case and allocation of associated resources be postponed; (iii) to instruct officers to continue to explore options for a future bid for the Tall Ships Race and/or an appropriate maritime event following wider consultation with Aberdeen Harbour and city/regional partners. Where appropriate, this would align to any future City of Culture bid; and (iv) that officers provide information to Councillor Flynn on whether there was any consultation undertaken with the Harbour Board prior to the decision taken at the meeting in March 2017.		
9.5	<u>Twinning and International Partnerships - CHI/17/217</u>	<u>The Committee resolved:</u> to approve the following grants from the International Twinning Budget 2017-18:- (1) a Contribution of £2,280 towards 3 staff members from Education & Children's Services travelling to Clermont – Ferrand, 19 – 22		

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		<p>November 2017;</p> <p>(2) a Contribution of £4,002.50 to support the visit to Kincorth Academy of staff and students from Albert – Magnus Gymnasium, Regensburg in October 2017; and</p> <p>(3) a Contribution of £150 towards a Lecturer in Contemporary Art Practice at Gray’s School of Art (photography specialist) travelling to the 2nd Symposium of Contemporary Photography in Regensburg, 26 – 28 October 2017.</p>		
9.6	<u>Crowdfund Aberdeen - CHI/17/213</u>	<p><u>The Committee resolved:</u></p> <p>(i) to approve the commitment of £10,000 from the existing Economic Development Service Project Development budget to Crowdfund Aberdeen. Any additional funding will be subject to the Council forecast out-turn delivering a balanced budget for the year. If this is not the case then this item may be refer to the budget process;</p> <p>(ii) to approve the proposed pledging process as outlined in this report; and</p> <p>(iii) to delegate authority to the Head of Economic Development, to approve the pledge of funding to individual projects.</p>		
9.7	<u>Policy Prohibiting Balloon and Lantern Releases - CHI/17/173</u>	<p><u>The Committee resolved:</u></p> <p>(i) to approve the Council policy (Appendix 1 to the report) prohibiting</p>		

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		<p>the intentional, uncontrolled release of balloons, lanterns and other items from Council property, by Council staff and at events endorsed or supported by the Council, including those on non-Council property; and</p> <p>(ii) to instruct the Head of Planning and Sustainable Development to raise awareness across the Council of the economic and environmental risks and consequences of such releases and promote alternatives.</p>		
9.8	<p><u>Wallace Tower, Tillydrone Road - CHI/17/220</u></p>	<p><u>The Committee resolved:</u></p> <p>(i) to note the report summary of the efforts of T.C.D.T. to source external grant funding support to bring the property back into community use as part of a wider redevelopment of the complete area;</p> <p>(ii) to remit it to the Head of Land & Property Assets to re-advertise the property, for sale or lease (subject to court approval, detailed in the Legal Implications section below), for any use capable of getting planning permission, on the basis that any prospective purchaser or tenant must demonstrate that their proposed development scheme is fully funded; and</p> <p>(iii) to remit it to the Head of Land & Property Assets to report back to a future meeting of this Committee on all offers received, including any proposal by TCDT.</p>		

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9.9	<u>Towards A Fairer Aberdeen That Prospers For All 2017 - 2020 (Health and Wellbeing) - CHI/17/098</u>	<p><u>The Committee resolved:</u></p> <p>(i) to approve appendix 1 which outlines who would progress the priorities and actions subject to amending it so that it identifies a single lead officer as the responsible contact and report to Council as appropriate;</p> <p>(ii) to note that a further report on the governance and, performance and management for tackling poverty and inequality linked to the Community Planning Partnerships Local Outcome Improvement framework will be reported to Committee in November 2017;</p> <p>(iii) to approve the additional priorities and actions under Health and Wellbeing for inclusion in “Towards a Fairer Aberdeen That Prospers for All 2017-2020” as detailed in Appendix 2 (see theme 11 Health and Wellbeing); and</p> <p>(iv) to agree that the Head of Communities and Housing report back on the consultation results and proposed implementation of the Scottish Government’s Socio-economic duty early in 2018 once the Socio-Economic duty has been passed by the Scottish Parliament, and that this report also includes options on how ongoing engagement with individuals and groups experiencing poverty will be progressed.</p>		
9.10	<u>Public Bodies Duties Climate Change Report 2016/2017 - CHI/17/144</u>	<p><u>The Committee resolved:</u></p> <p>(i) to approve the submission of the</p>		

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		<p>Public Bodies Duties Climate Change Report as set out within the appendices to Scottish Government;</p> <p>(ii) to authorise the Chief Executive to sign off the submission; and</p> <p>(iii) to instruct the Interim Head of Planning and Sustainable Development to report back to this Committee in early 2018 with an action plan to improve performance and reporting.</p>		
9.11	<p><u>Middlefield/Northfield Place-Making (2nd Report) - CHI/17/008</u></p>	<p><u>The Committee resolved:</u></p> <p>(i) to approve acceptance of Sustrans' offer of a grant of up to £469,094 (subject to 2.5 below) to enhance active travel routes in, and around, Heathryfold Park, Middlefield and Northfield (so as to improve their accessibility for cyclists and pedestrians) (see 4.1. below);</p> <p>(ii) to approve the expenditure of this grant allocation, from Sustrans;</p> <p>(iii) to authorise the required procurement exercise(s) and approves delivery of improvements to paths in, and around, Heathryfold Park, Middlefield and Northfield up to the value of this grant allocation;</p> <p>(iv) to instruct that an allowance be made within future revenue budgets for the maintenance of these enhanced paths;</p> <p>(v) to instruct the Director of Communities Housing and Infrastructure, in consultation with the Heads of Finance and Legal and Democratic Services, to confirm to their satisfaction that the</p>		

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		<p>terms and conditions of the grant funding can be met in relation to this offer of funding (see 4.1 below);</p> <p>(vi) to instruct the Head of Land and Property Assets to identify a responsible officer to monitor compliance with the grant conditions;</p> <p>(vii) to give approval for the public to be consulted on other potential active travel improvements within this Locality; and</p> <p>(viii) to instruct the Head of Land and Property Assets to report to a future Committee meeting as to the results of this public consultation, along with recommended actions.</p>		
9.12	<p><u>Enforcement of the Private Rented Housing Sector - WITHDRAWN</u></p> <p>Please note that this item has been withdrawn from the agenda.</p>	<p><u>The Committee resolved:</u> to note that this report was withdrawn.</p>		
9.13	<p><u>Unrecoverable Debt - CG/17/098</u></p> <p>Please note that there is an exempt appendix in the Exempt/Confidential Business Section of the agenda</p>	<p><u>The Committee resolved:</u></p> <p>(i) to note the value of Council Tax, Business Rates and Housing Benefit Overpayments deemed by the Head of Finance as unrecoverable and shown in Appendices 1 to 4;</p> <p>(ii) to approve the Business Rates debts in excess of £25,000 shown in Appendix 4 are unrecoverable and be written off; and</p> <p>(iii) to note that officers would include data in a future report in relation to repeat business addresses which have write</p>		

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		offs.		
9.14	<p><u>Management of Gaps in the Public Transport Network - CHI/17/171</u></p> <p>Please note that there is an exempt appendix in the Exempt/Confidential Business Section of the agenda</p>	<p><u>The Committee resolved:</u></p> <p>(i) to delegate authority to the Interim Head of Planning and Sustainable Development, following consultation with the Head of Commercial and Procurement Services, to undertake a tender process for the procurement and thereafter award of contracts for supported bus services in Kingswells, Airyhall/Craigiebuckler and Dubford/Denmore as detailed in this report and in Appendix 2;</p> <p>(ii) to approve the total estimated expenditure for the award of these contracts as detailed in Appendix 2;</p> <p>(iii) to instruct the Interim Head of Planning and Sustainable Development to include the budgetary spend for supported bus services as detailed in Appendix 2 to this report for the 2018/19 financial year. Any additional funding will be subject to the Council forecast out-turn delivering a balanced budget for the year. If this is not the case then the item will be referred to the budget process; and</p> <p>(iv) to request the Interim Head of Planning and Sustainable Development to report to the Communities Housing and Infrastructure Committee in May 2018 with regards to the position of operating services under s22 Community Bus Permit and to update</p>		

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		on the performance of all supported bus services.		
9.15	<p><u>School and Social Work Transport Framework Agreement Extension - CHI/17/175</u></p> <p>Please note that there is an exempt appendix in the Exempt/Confidential Business Section of the agenda</p>	<p><u>The Committee resolved:</u></p> <p>(i) to approve the 1 year extension to the current Framework Agreement or the provision of call-off contracted School and Social Work Transport;</p> <p>(ii) to approve the related estimated expenditure for the call off contracts, (of 4 year duration) to be entered into in respect of a) above as set out in Appendix 1 of this Report; and</p> <p>(iii) to instruct the Interim Head of Planning and Sustainable Development to advise the committee on an annual basis of expenditure made within that year, and cumulative expenditure against initial estimate.</p>		
9.16	<p><u>Condition & Suitability 3 Year Programme - CHI/17/227</u></p> <p>Please note that there are exempt appendices in the Exempt/Confidential Business Section of the agenda</p>	<p><u>The Committee resolved:</u></p> <p>(i) to note the projects completed or legally committed in 2017/18 as shown in Appendix A;</p> <p>(ii) to note the currently approved projects and approves the amended budgets for each project as shown in Appendix B;</p> <p>(iii) to approve the removal of the projects listed in Appendix C;</p> <p>(iv) to approve the new Condition & Suitability (C&S) Programme projects listed in Appendix D for inclusion in the 3 year C&S Programme and notes the estimated budget for each project;</p> <p>(v) to instruct the Head of Land & Property</p>		

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		<p>Assets to implement the detailed 3 year C&S Programme;</p> <p>(vi) to delegate authority to the Head of Land & Property Assets, following consultation with the Capital Board and the Convenor and Vice-Convenor of this Committee, to amend the C&S Programme should priorities change due to unforeseen circumstances during the year, with such changes to be reported to the Committee;</p> <p>(vii) to delegate authority to the Head of Land & Property Assets, following consultation with the Capital Board and the Convenor and Vice-Convenor of this Committee, to allocate projects or additional budgets to/from a £500k reserve fund, with such allocations to be reported to the Committee;</p> <p>(viii) to delegate authority to the Director of Communities Housing & Infrastructure, following consultation with the Head of Commercial and Procurement Services, Head of Land & Property Assets and the Asset Management Manager, in connection with the C&S Programme, to undertake or instruct tendering procedures or competitive quotes procedures as appropriate and in accordance with the Aberdeen City Council Procurement Regulations, and the awarding of contracts following thereon, subject to the necessary funding being available in the approved Non-Housing Capital Budget;</p>		

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		<ul style="list-style-type: none"> (ix) to exempt all such procedures and contracts from the requirements of Aberdeen City Council Procurement Regulation 4.1.1 (Committee approval of expenditure); (x) to note the future C&S projects listed in Appendix E; (xi) that officers clarify whether the artificial pitch at Tullos Primary is still useable and is also safe for users, and advise Councillor Nicoll accordingly; (xii) that maintenance concerns in relation to Braeside School including the overgrown condition of the playground be remitted to the Education and Children's Services Committee for consideration.. 		
9.17	<p><u>Proposed Purchase - Ground Wellington Road - CHI/17/216</u></p> <p>Please note that there is an exempt appendix in the Exempt/Confidential Business Section of the agenda</p>	<p><u>The Committee resolved:</u></p> <ul style="list-style-type: none"> (i) to note the outcome of the request and response from the Scottish Government; and (ii) to instruct the Head of Land and Property Assets to progress the option detailed at 3.10.2 in the report, requesting that the Scottish Government sell the ground to the Council at its current market value of £5000 and if agreed, instruct the Head of Legal and Democratic Services to conclude the purchase of the ground incorporating appropriate terms to protect the Council's interests. 		
10.1	<p><u>Unrecoverable Debt - Confidential Appendix 4</u></p>	<p><u>The Committee resolved:</u> to note the information contained within the</p>		

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		confidential appendix.		
10.2	<u>Management of Gaps in the Public Transport Network - Exempt Appendix 2</u>	<u>The Committee resolved:</u> to note the information contained within the exempt appendix.		
10.3	<u>School and Social Work Transport Framework Agreement Extension - Exempt Appendix 1</u>	<u>The Committee resolved:</u> to note the information contained within the exempt appendix.		
10.4	<u>Condition & Suitability 3 Year Programme - CHI/17/227 - Exempt Appendices</u>	<u>The Committee resolved:</u> to note the information contained within the exempt appendices.		
10.5	<u>Proposed Purchase - Ground Wellington Road - Exempt Appendix</u>	<u>The Committee resolved:</u> to note the information contained within the exempt appendix.		
10.6	<u>Development of Service Level Agreements (Equalities) - CHI/17/215</u>	<u>The Committee resolved:</u> to approve the recommendation contained within the exempt report.		
10.7	<u>Request for Approval of Expenditure for Wines, Beers and Spirits Tender - Beach Ballroom - ECS/17/052</u>	<u>The Committee resolved:</u> to approve the recommendations contained within the exempt report.		
10.8	<u>Elections Services Tender - OCE/17/020</u>	<u>The Committee resolved:</u>		

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		to approve the recommendations contained within the exempt report.		
10.9	<u>Hillhead of Pitfodells - Proposed Sale of Farm House -Redevelopment of Derelict Farm Building - CHI/17/229</u>	<u>The Committee resolved:</u> to approve the recommendation contained within the exempt report.		
10.10	<u>Lands of Skene, Surplus Houses - CHI/17/231</u>	<u>The Committee resolved:</u> to approve the recommendations contained within the exempt report.		
10.11	<u>Jessiefield Farm - CHI/17/230</u>	<u>The Committee resolved:</u> to approve the recommendations contained within the exempt report.		
10.12	<u>Request for Rates Relief (Hardship) - CG/17/106</u>	<u>The Committee resolved:</u> to approve recommendation (c) contained within the exempt report.		
10.13	<u>Aberdeen Exhibition & Conference Centre - Financial Update and Anaerobic Digestion Gas to Grid Plant Construction Contractor Procurement.</u>	<u>The Committee resolved:</u> to approve the recommendations contained within the exempt report.		
10.14	<u>Disposal of Nelson Street Pavilion and Playing Fields - CHI/17/223</u>	<u>The Committee resolved:</u> to approve the motion by Councillor Houghton.		
10.15	<u>Mitigation of Risks for New Domestic Gas Servicing and Maintenance</u>	<u>The Committee resolved:</u> to approve the recommendations contained		

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	<u>Contract - CHI/17/232</u>	within the exempt report.		
10.16	<u>Pinewood Hazledene Sale Update - CHI.17.101</u>	<u>The Committee resolved:</u> to approve the recommendations contained within the exempt report.		
10.17	<u>Hydrogen and Electro Mobility in European Regions (HyER) Loan - CHI.17.233</u>	<u>The Committee resolved:</u> to approve the recommendations contained within the exempt report.		

If you require any further information about this decision sheet, please contact Mark Masson, tel. 01224 522989 or email mmasson@aberdeencity.gov.uk