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To: Councillor Boulton, Convener; Councillor Lumsden, Vice Convener; and Councillors Jackie Dunbar, Graham, Laing, McLellan, Nicoll, Sellar and Yuill.

Town House,
ABERDEEN 3 September 2018

CAPITAL PROGRAMME COMMITTEE

The Members of the **CAPITAL PROGRAMME COMMITTEE** are requested to meet in **Committee Room 2 - Town House** on **WEDNESDAY, 12 SEPTEMBER 2018 at 2.00 pm.**

FRASER BELL
CHIEF OFFICER - GOVERNANCE

B U S I N E S S

DETERMINATION OF URGENT BUSINESS

- 1.1 Members are requested to determine whether any urgent business be considered

DETERMINATION OF EXEMPT BUSINESS

- 2.1 Members are requested to determine that any exempt business be considered with the press and public excluded

DECLARATIONS OF INTEREST

- 3.1 Declarations of Interest (Pages 3 - 4)

REQUESTS FOR DEPUTATION

- 4.1 There are none at present

MINUTES OF PREVIOUS MEETINGS

- 5.1 Minute of Previous Meeting of 23 May 2018 (Pages 5 - 12)

BUSINESS PLANNER

- 6.1 Committee Business Planner (Pages 13 - 18)

NOTICES OF MOTION

- 7.1 There are none at present

GENERAL BUSINESS

- 8.1 Community Food Growing Spaces - PLA/18/062 (Pages 19 - 34)

- 8.2 Fleet Replacement Programme in 2018/19 (Pages 35 - 44)

EXEMPT / CONFIDENTIAL BUSINESS

- 9.1 Council House Building Programme (Pages 45 - 50)

- 9.2 Education New Build Programme 2018 - to follow

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

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Agenda Item 3.1

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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CAPITAL PROGRAMME COMMITTEE

ABERDEEN, 23 May 2018. Minute of Meeting of the CAPITAL PROGRAMME COMMITTEE. Present:- Councillor Boulton, Convener; Councillor Lumsden, Vice-Convener; and Councillor Crockett, the Lord Provost (as substitute for Councillor Boulton for article 12), Councillors Cameron (as substitute for Councillor Flynn from article 10), Jackie Dunbar, Flynn, Graham, Greig (as substitute for Councillor Yuill for article 4), Laing, McLellan (as substitute for Councillor Yuill from article 9), Nicoll, Sellar, Jennifer Stewart (as substitute for Councillor Sellar for article 4) and Yuill.

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

<https://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=621&MIId=6286>

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.

DETERMINATION OF EXEMPT BUSINESS

1. The Convener proposed that the Committee consider items 7.1 (Proposals for the Future of Braeside School – Exempt Appendix), 8.1 (Demolition of Kincorth and Torry Academies – Exempt Appendices) and 8.2 (Shaping Aberdeen Housing LLP) on the agenda with the press and public excluded.

The Committee resolved:-

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting for items 7.1, 8.1 and 8.2 so as to avoid disclosure of exempt information of the class described in paragraphs 8 (for items 7.1 and 8.1) and 6 and 9 (for item 8.2).

DECLARATIONS OF INTEREST

2. Members were requested to intimate any declarations of interest in respect of the items on the agenda, thereafter, the following declarations of interest were intimated:-

- (1) to note that Councillor Jackie Dunbar declared an interest in item 6.5 (Active Travel Improvements within Middlefield/Northfield) by virtue of her living in the area and that she considered that the nature of her interest did not require her to leave the meeting at that item on the agenda; and
- (2) to note that the Convener and Councillor Flynn declared an interest in item 8.2 (Shaping Aberdeen Housing LLP) by virtue of their positions as Directors of the LLP and that they considered that the nature of their interest required them to leave the meeting at that item on the agenda.

CAPITAL PROGRAMME COMMITTEE
23 May 2018

The Committee resolved:-

to note the declarations of interest.

BUSINESS PLANNER

3. The Committee had before it the Business Planner prepared by the clerk.

The Committee resolved:-

- (i) in relation to item 6 (Third Don Crossing), to note that the Director of Resources would liaise with the Chief Officer Strategic Place Planning to clarify the status of the Service Update;
- (ii) to remove item 9 (City Centre Masterplan Project Union Terrace Gardens Transport Options) due to item being contained within the overall Union Terrace element of phase 3 of the City Centre Masterplan;
- (iii) to remove item 14 (School Estate Plan) due to a report on the Review of the School Estate being submitted in January 2019;
- (iv) in relation to item 27 (Heat Network Torry Phase 1) to note that the report would contain the wider feasibility for the Energy from Waste project;
- (v) in relation to item 28 (South College Street Corridor Improvement Business Case) to note that the Director of Resources would liaise with the Chief Officer Strategic Place Planning to determine the reason why the report would be submitted later than requested;
- (vi) in relation to item 32 (Various Business Cases) to note that the item would be transferred to the appropriate date in the planner;
- (vii) to otherwise note the content of the business planner.

URGENT NOTICE OF MOTION - COUNCILLOR JENNIFER STEWART

4. The Committee had before it the following Notice of Motion by Councillor Stewart:-

“That the Committee instruct the Chief Officer Corporate Landlord to undertake a feasibility inspection on the future use of the Hazlehead Swimming Pool site, including the temporary re-opening of the building while the Northfield Pool works were undertaken, and to report the findings to the City Growth and Resources Committee on 19 June 2018”.

Councillor Stewart moved her Notice of Motion and explained the rationale behind her request. Councillor Stewart was seconded by the Convener.

Councillor Greig, seconded by Councillor Jackie Dunbar, moved as an amendment:-

“That the Committee

- (1) agrees to reopen Hazlehead Pool permanently and as the decision is subject to funding, instructs the Chief Officer - Corporate Landlord to report to the

CAPITAL PROGRAMME COMMITTEE

23 May 2018

- next meeting of this Committee on 12th September 2018 providing a business case and timetable and identifying sources of funding so that the pool can be reopened as soon as possible; and
- (2) requests the City Growth and Resources Committee at its next meeting on 19 June 2018 to approve funding of up to £50,000 to meet the cost of the business case, to be met from Corporate Contingency budget”.

On a division, there voted:- for the motion (5) – the Convener, the Vice Convener, and Councillors Graham, Laing and Jennifer Stewart; for the amendment (4) – Councillors Jackie Dunbar, Flynn, Greig and Nicoll.

The Committee resolved:-

to adopt the terms of the motion.

PROPOSALS FOR THE FUTURE OF BRAESIDE SCHOOL - RES/18/023

5. The Committee had before it a report by the Director of Resources which provided an update on the work undertaken by officers to review plans for repairs to Braeside School. The attached business case presented details of a proposed alternative option in order to reduce costs.

The report recommended:

That the Committee -

- (a) approves the business case detailing proposals to carry out refurbishment work at Hazlewood School, and for the Braeside School building to be permanently closed;
- (b) approves the removal of the Braeside School improvements project from the Condition and Suitability programme, and the addition of a new project within the Condition and Suitability programme to carry out improvements at Hazlewood School, with an allocation of funding as outlined in section 6.1 of the business case, and with the balance of the budget from the Braeside School project to be returned to the Condition and Suitability contingency fund; and
- (c) refers the matter to the Education Operational Delivery Committee, to: (1) reconsider the earlier decision by the Education and Children’s Services Committee in January 2018, to declare the Hazlewood site surplus to requirement; and (2) to agree to the proposals to use Hazlewood School to temporarily accommodate pupils enrolled at Countesswells School prior to the new Countesswells School building opening, and also for Hazlewood School to be used to accommodate the Inclusion Team.

The Committee resolved:-

- (i) to instruct the Director of Resources to liaise with the developer to formulate a timetable for the building of the first primary school at the Countesswells development and report back to the committee in due course; and

CAPITAL PROGRAMME COMMITTEE

23 May 2018

- (ii) to otherwise approve the recommendations contained in the report.

DEMOLITION OF TORRY AND KINCORTH ACADEMIES - RES/18/025

6. The Committee had before it a report by the Director of Resources which highlighted the business need for the demolition of Torry Academy and Kincorth Academy and sought approval of the associated business cases, the recommended procurement route and the use of identified budgets.

The report recommended:

That the Committee -

- (a) approve the business case for the demolition of Torry Academy and Kincorth Academy;
- (b) approve the use of the Condition & Suitability Programme budget to fund the Kincorth Academy Demolition; and
- (c) to approve the use of the capital budget for the new Torry Primary School and Community Hub to fund the Torry Academy Demolition.

The Committee resolved:-

- (i) in relation to a question from Councillor Nicoll regarding the options for the security of the sites until the demolition process, to note that the Chief Officer Corporate Landlord would submit a Service Update to brief members on the option appraisal and schedule of works surrounding the security of the sites; and
- (ii) to otherwise approve the recommendations contained in the report.

TORRY HEATNET PILOT PROJECT (TORRY PHASE 1A) - RES/18/022

7. The Committee had before it a report by the Director of Resources which sought approval for the principals of the development proposals and their implementation and incorporation of the project into the capital programme.

The report recommended:

That the Committee approve the extension of the existing district heating network (located in Balnagask Circle) so as to serve Deeside Family Centre, Balnagask House and Provost Hogg Court.

The Committee resolved:-

to approve the recommendation contained in the report.

CAPITAL PROGRAMME COMMITTEE

23 May 2018

ACTIVE TRAVEL IMPROVEMENTS WITHIN MIDDLEFIELD/NORTHFIELD - RES/18/021

8. The Committee had before it a report by the Director of Resources which sought approval for the principals of the development proposals and their implementation and incorporation of the project into the capital programme.

The report recommended:

That the Committee approve the delivery of improvements in, and around, Heathryfold Park and Auchmill Wood, up to the value of the capital grant allocation from Scottish Natural Heritage.

The Committee resolved:-

- (i) in response to a question from Councillor Nicoll regarding the costs presented for the Ranger, to note that the Principal Architect would circulate the breakdown of the costs of the Committee; and
- (ii) to otherwise approve the recommendation contained in the report.

DECLARATION OF INTEREST

Councillor Yuill declared an interest in item 6.6 (Schoolhill Public Realm Enhancement) by virtue of him being a Council appointed member of Robert Gordon's College Board of Governors and he considered that the nature of his interest required him to leave the meeting for the following item of business.

SCHOOLHILL PUBLIC REALM ENHANCEMENT - RES/18/018

9. The Committee had before it a report by the Director of Resources which (1) sought approval for the implementation of the first stage of a public realm enhancement at Schoolhill; and (2) sought approval to refer the report to the Strategic Commissioning Committee on 7 June 2018 for approval to proceed to tender and thereafter the City Growth and Resources Committee on 19 June 2018 for approval of a budget for the first stage public realm enhancement.

The report recommended:

That the Committee -

- (a) note that the Business Case for Schoolhill Public Realm Enhancement had been considered and agreed for their interest by the City Centre Masterplan Board and Capital Board;
- (b) note the authorisation for the preparation of detailed design of Schoolhill public realm by Finance, Policy and Resources Committee on 7 June 2016;

CAPITAL PROGRAMME COMMITTEE

23 May 2018

- (c) approve the first stage Schoolhill Public Realm Enhancement project as an addition to the Capital Programme and notes the estimated costs in Section 4 which shall be considered by Strategic Commissioning Committee on 7 June 2018 and City Growth and Resources Committee on 19 June 2018 and for the works to be complete by the beginning of 2019;
- (d) to refer the report to the Strategic Commissioning Committee on 7 June 2018 to:
 - (1) approve the Business Case and the budget for the proposed works;
 - (2) delegate authority to the Chief Officer - Capital, following consultation with the Head of Commercial and Procurement Services, to procure the first stage public realm enhancement, including all necessary consents, licenses, orders and agreements for the area in front of Aberdeen Art Gallery subject to approval of the funding of £550,000 by the City Growth and Resources Committee on 19 June 2018;
 - (3) delegate authority to the Chief Officer – Place to bring forward a comprehensive public realm enhancement design for the wider Schoolhill area as future stages of works and report to appropriate committees; and
 - (4) instruct the Director of Resources to apply for appropriate external grant funding for design costs of £30,000; and
- (e) to refer the report to the City Growth and Resources Committee on 19 June, 2018 for approval of a project budget of £550,000 to be met from the Non-Housing Capital Programme.

The Committee resolved:-

to approve the recommendations contained in the report.

In accordance with the decision recorded under article 1 of this minute, the following item of business was considered with the press and public excluded.

PROPOSALS FOR THE FUTURE OF BRAESIDE SCHOOL - RES/18/023 - EXEMPT APPENDIX

10. The Committee had before it an exempt appendix in relation to the Proposals for the Future of Braeside School report referred to at article 5 of this minute.

The Committee resolved:-

to note the content of the exempt appendix.

CAPITAL PROGRAMME COMMITTEE
23 May 2018

DEMOLITION OF KINCORTH AND TORRY ACADEMIES - RES/18/025 - EXEMPT APPENDICES

11. The Committee had before it exempt appendices in relation to the Demolition of Kincorth and Torry Academies report referred to at article 6 of this minute.

The Committee resolved:-

to note the content of the exempt appendices.

SHAPING ABERDEEN HOUSING LLP - REFERRAL FROM CITY GROWTH AND RESOURCES

12. The Committee had before it by way of a referral, the minute extract from the City Growth and Resources Committee of 24 April 2018 and the associated report in relation to Shaping Aberdeen Housing LLP.

The decision of that Committee was to approve the following recommendation:

- (h) refer the report to the Capital Programme Committee on 23 May 2018, for approval to proceed with the Summerhill site as a Council house build project to deliver 369 homes consisting of 1, 2 and 3 bedroomed flatted apartments for social rent based on the current design proposals and that this be added to the capital programme.

The Committee resolved:-

to approve the recommendation contained in the referred report.

- **COUNCILLOR MARIE BOULTON, Convener**

CAPITAL PROGRAMME COMMITTEE
23 May 2018

DRAFT

	A	B	C	D	E	F	G	H	I
1	CAPITAL PROGRAMME COMMITTEE BUSINESS PLANNER The Business Planner details the reports which have been instructed by the Sub Committee as well as reports which the Functions expect to be submitting for the calendar year.								
2	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3	12 September 2018								
4	Review of Community Facilities in Garthdee - NOM Cllrs Yuill and Townson	Council 15/03/17 referred the terms of the motion to Communities, Housing and Infrastructure Committee. "Instruct the Interim Director of Communities, Housing and Infrastructure to bring forward to the earliest committee a review of community facilities in Garthdee including the feasibility of an addition of a new multi-use hall and associated facilities to Inchgarth Community Centre; and 2 In light of the Administration's commitment to build 2,000 houses by 2022, to instruct the Interim Director of Communities, Housing and Infrastructure to bring forward to the earliest committee a further report on the feasibility of the Council investing in Council housing on the site of the Kaimhill Outdoor Sports Centre".	Officers request that this motion be brought back as two separate reports. The first report will give progress on the feasibility study and options on an extension to the community centre which will come forward in the next cycle. The second report will address the use of the former outdoor centre for council houses. this will be addressed in the detailed proposals for 200 houses in due course.	Stephen Booth	Corporate Landlord/Early Intervention and Community Empowerment	Resources/Customer	Remit 1.1	D	This feasibility study is still in progress. It was initially delayed in being progressed whilst funding was identified. It is hoped to report this next cycle.
5	Joint Notice of Motion by Councillors Flynn and Nicoll - Land Adjacent to Gateway Business Park, Cove	Finance, Policy and Resources on 1/2/18 agreed to instruct officers to (1) suspend the proposed sale of land adjacent to the Gateway Business Park, Cove (OP53); (2) to engage with members of the local community regarding the land which they would require from OP53 in order to work towards their aim of providing a community-based sport facility in the area – as per the spirit of the Community Empowerment (Scotland) Act 2015; and (3) to report the outcome of these discussions, as well as any legal and financial implications, back in two cycles to the appropriate Committee in the new Committee Structure.	Recommended for removal	Stephen Booth	Corporate Landlord	Resources	Remit 1.1	R	This was reported to City Growth and Resources Committee on 19 June 18 as part of the following report: Blackhills of Cairnrobin RES/18/046.
6	Option for the old AECC	Council on 6/3/18 agreed to instruct the Chief Officer – Corporate Landlord to bring forward an all options business case to the Capital Programme Committee in September 2018 on the most appropriate option for the old AECC.	Recommended for removal	Neil Strachan	Corporate Landlord	Resources		R	This report will be submitted to City and Growth and Resources Committee on 18 September under its remit at 3.3. The report relates to the management of the property portfolio which is not a capital project, or requiring capital expenditure.

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
7	Queens Square as Part of the Masterplan	Council on 6/3/18 agreed to instruct the Chief Officer – City Growth to bring forward an all options business case to the Capital Programme Committee in September 2018 on how best to proceed with Queens Square as part of the next phase of the masterplan.			City Growth	Place		D	The development study is in draft form and consultation is ongoing with other landowner and partners. This will be reported in the next cycle.
8	St Peter's School - Long Terms Education Provision	ECS Cttee 16th Nov ' 17 - to instruct the Head of Policy, Performance and Resources to undertake a feasibility study to identify improvements to Riverbank School and the associated costs, including the costs of bringing up to category A and to report to the Committee at its meeting in January 2018.		Andrew Jones	Corporate Landlord	Resources	Remit 1.1	D	"It is considered prudent to obtain further project approvals for the new replacement Riverbank school in advance of this committee considering the future possibilities around the Riverbank building. These are being sought during this committee cycle. As these issues will impact on the future options for the siting of St Peter's school, it will be necessary to have these matters determined first. In meantime officers are investigating financing options in respect of St Peter's which will allow the options appraisal to be brought forward to this Committee in the next cycle. "
9	Community Food Growing Spaces	Communities, Housing and Infrastructure 29/08/17 - The Committee instructed the interim Head of Planning and Sustainable Development to report back in one year's time with a review of the recommended programme.	On the agenda	Gale Beattie	Strategic Place Planning	Place	1.2		

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
10	City Centre Masterplan Project EN10: Union Terrace Gardens - Outline Design, Business Case, Development Costs and Procurement Strategy	Council on 15/3/17 agreed to instruct the Head of Economic Development to submit a report to the first available FP&R Committee with recommendations on the preferred contractor from the procurement exercise and the final costs of the scheme. At its meeting of 20 Sept 2017, the FP&R Committee agreed to transfer this item to the Council Business Statement.	Multiple committee report to be submitted to Capital Programme Committee, Strategic Commissioning Committee will and City Growth and Resources Committee. The report will (1) seek approval of the detailed design of the project and business case from the Capital Programme Committee; (2) seek approval of the preferred contractor from the Strategic Commissioning Committee; and (3) seek approval of the final costs to be met from within the budget approved by Council on 15 March 2017 from the City Growth and Resources Committee.	Andrew Win	City Growth	City Growth	Council Decision	D	Following a request from a bidder, we are required to extend the tender period to allow the bidders to finalise their responses. This means that the final costs and preferred contractor won't be known until mid-October. Therefore, a multiple committee report will be presented to CPC on 14 November, SCC on 20 November and CG&R on 27 November 2018.
11	Fleet Replacement Programme in 2018/19	The report provides members with an update on the progress of the Fleet Replacement Programme for 2016/2017 and 2017/2018 and seeks approval to continue with the programme in 2018/19. The report also provides updates on Capital Expenditure projects carried out by Fleet Services over the last Financial Year.	on the agenda	William Whyte	Operations and Protective Services	Operations	1.1		
12	Council House Building Programme	Council on 6/3/18 agreed to instruct the Director of Resources to report back to 19th June 2018 City Growth and Resources Committee with business cases for the delivery of 2,000 Council houses in conjunction with private developers, as appropriate, working within an affordable capital investment sum of £250 million and that each business case must demonstrate the long term affordability and sustainability of the Council's Housing Revenue Account.	On the agenda	Steve Whyte		Resources	Remit 1.1		

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
13	Education New Build Programme 2018	Report to progress new build schools programme as identified in Capital Plan and are the subject of Section 75 Agreements.	will be circulated as a late report	Stephen Booth	Corporate Landlord	Resources	Remit 1.1		
14			14 November 2018						
15	HMO Overprovision Policy - Main Issues Report for Next Local Development Plan	Communities, Housing and Infrastructure Committee on 16/1/18 instructed the interim Head of Planning and Sustainable Development to include the topics of HMO Overprovision and Student Accommodation Overprovision within the Main Issues Report for the next Local Development Plan to facilitate mixed/balanced communities.			Strategic Place Planning	Place	2	D	The Main Issues Report for the LDP is linked to the Strategic Development Plan Proposed Plan, the consultation for which is due to close in December. To ensure the LDP takes account of any significant issues raised during this consultation and to ensure the public is not confused by multiple consultations, it is proposed to move the report to the January Committee.

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
24			TBC						
25	Various Business Cases	Council on 6/3/18 agreed to instruct the Chief Officer – Corporate Landlord to bring an up to date business case and progress report to the Capital Programme Committee on the following: o the proposed Tillydrone new Primary School; o Torry Primary School Hub; o Milltimber Primary School; and o Berryden Corridor (all stages)	To be reported January 2019. A Service Update was provided in November 2017 on steps taken, and steps which are planned so as to meet the KPIs of this project.		Corporate Landlord	Resources			
26	Introduction of a Cycle Hire Scheme	Council on 6/3/18 agreed to note the success of similar projects in UK cities and instructs the Chief Officer – Strategic Place Planning to provide a business case to the Capital Programme Committee around the introduction of a cycle hire scheme which would have the potential to bring a real sea-change to transport in the city.			Strategic Place Planning	Place			
27	Schoolhill Public Realm Enhancement	The Strategic Commissioning Committee on 7/6/18 agreed amongst other things to delegate authority to the Chief Officer – Place to bring forward a comprehensive public realm enhancement design for the wider Schoolhill area as future stages of works and report to appropriate committees.		Gale Beattie	Place	Place			

ABERDEEN CITY COUNCIL

COMMITTEE	Capital Programme Committee
DATE	12 th September 2018
REPORT TITLE	Community Food-growing Programme
REPORT NUMBER	PLA/18/062
DIRECTOR	Steven Whyte
CHIEF OFFICER	Gale Beattie
REPORT AUTHOR	Sandy Highton
TERMS OF REFERENCE	8. 1. (1.2) To oversee and monitor the development, approval and delivery of the Council's capital programme, including: those interventions that contribute to the overall place outcomes for the City as a result of investment in infrastructure.

1. PURPOSE OF REPORT

This report updates elected members on the progress of the Community Food-growing Programme and seeks the necessary approvals to support new projects.

2. RECOMMENDATION(S)

That the Committee :-

- 2.1 Notes the progress to date, including successes in attracting external donations and in-kind contributions to support the original Community Food-growing Programme, and the on-going consultations with the Food Growing Steering Group; and
- 2.2 Delegates authority to the Chief Officer - Strategic Place Planning to amend the remainder of the Community Food-growing Programme should priorities and feasibilities change;
- 2.3 Instruct the Chief Officer – Strategic Place Planning to investigate external funding opportunities to extend the Community Food-growing Programme into a self-funded model, and report this to a future meeting of the City Growth and Resources committee in a years' time.

3. BACKGROUND

3.1 The Finance Policy and Resources Committee of 9th March 2017 resolved to allocate £145,000 from the Non-Housing Capital Programme, as follows:

Item 5.4 (3); 'to allocate £145,000 to the three regeneration areas in anticipation of the publication of statutory guidance on the Community Empowerment Act 2015 in respect of the requirement to develop a food growing strategy, with the money being used to identify and provide new community growing spaces and innovative ways of developing community gardens, noting the alignment to Aberdeen Sustainable Food City aspirations to tackle food insecurity and Aberdeen's membership of the Sustainable Food Cities Network, and further noting that tackling food poverty through community growing spaces is a key priority within the document 'Towards a fairer Aberdeen that prospers for all; a review of Aberdeen City Council activity tackling poverty' and the Aberdeen Local Outcome Improvement Plan 2016-26.'

3.2 A programme of work was approved by the Communities, Housing and Infrastructure Committee of 29th August 2017.

3.3 An update on the Community Food-growing Programme is provided in Appendix 1 and Tables 1 and 2 below.

3.4 Savings have been achieved across the programme because of donated material, other funding sources, volunteer labour and the use of existing capacity within the council. To date, five projects are complete and from the original £145,000 set aside from the Non-Housing Capital Programme, £95,152 has been spent, a further £27,505 has been allocated or carried forward and £22,343 is available to support new projects as they come forward (see tables 1 and 2 below).

Table 1: Summary of financial position of programme (July 2018)

	Projects already allocated carried forward from the 2017 / 18 programme	Status	Spent / granted	Carried forward for 2018/19	Available for new projects.
1	Deeside Family Centre Me2 Service	Complete	£542	-	£8
2	Redmoss Allotments	Complete	£1800	-	-£800
3	Torry food-growing initiative	Pending	£0	£12,000	£0
4	Cummings Park Community Centre	Pending	£0	£5,000	15,000

5	Sheddocksley Bowling Green	Grant awarded pending planning permission.	£10,580	-	2,270
6	Seaton Recovery Centre	Complete	£827	-	£2,173
7	Tillydrone Community Flat	Grant awarded	£2900	-	£100
8	Seaton Community Gardening (Lord Hay's)	Grant awarded	£2170	-	-£170
9	Greening Donside – Community Garden & Wild Orchards	Grant awarded	£14,500	-	£0
10	Schools Projects	Grant awarded	£13,565	£6,435	£0
11	Food Growing Bags	Ongoing	£0	£3,100	£0
12	BID Bee Project	Grant awarded	£4,900	-	£0
13	CFINE Development Officer	Complete	£35,000	£0	£0
14	Communication Plan	Ongoing	£130	£970	£0
15	Grove Nursery	Complete	£8238	£0	£3762
	TOTAL		£95,152	£27,505	£22,343

Table 2: Value Added to the programme through external donations and in-kind contributions.

Project	Match Funding	Volunteer Numbers	Volunteer hours	Donated Materials (market value)
Sheddocksley Bowling Green	£500	16 + 8 from the Unpaid Work Team.	200+	£700+ of wooden boxes converted to planters, more to follow
Torry food-growing project	Up to £5000 from Dragados	22+6 from the Unpaid Work Team.	70+ and more Promised from Dragados	£160+ for tools etc
Seaton Recovery Centre	£900 from the Fairer Aberdeen Fund			
Schools Projects		50+	200+ during garden construction	£2500 of timber from EIS
Food-growing bags		8+ from Aberdeen Drugs Action	100+	Bags/plants/Compost from the waste team and Grove Nursery

- 3.5 A Food-Growing Steering Group (FGSG) sits monthly to oversee the progress of the programme and the emerging food-growing strategy for Aberdeen: Granite City Growing. Food-growing requires a cross-cutting approach as it affects physical and mental health, nutrition, climate adaptation, waste, poverty, social isolation and community cohesion. Consequently, the FGSG consists of representatives from the Environmental Policy Team, Environmental Services, the Communities Team, Community Food Initiative North East (CFINE), Granite City Good Food (previously the Sustainable Food City Partnership Aberdeen), the Hutton Institute and the Civic Forum.
- 3.6 All projects have included significant partnership working and require a collaborative approach between Aberdeen City Council teams and community partners. A Community Food-growing Officer has been funded until the end of September 2018 for employment by CFINE to oversee the programme; to launch and support the projects; and to make connections across this cross-cutting agenda.
- 3.7 The FGSG assess project proposals against the criteria used when developing the programme. New project proposals will be assessed in the same way. Change requests can currently be authorised by the Chief Officer of Strategic Place Planning in consultation with the convenor of the Operational Delivery Committee (the delegated authority was granted at the Communities Housing and Infrastructure Committee on 29/8/17 and was for the convenor of the Communities, Housing and Infrastructure Committee which was transferred to the convenor of Operational Delivery Committee until the end date of 29/8/18). Once approved for funding, agreement letters are put in place on a project by project basis reflecting what has been agreed.
- 3.8 The progress of the Community Food Growing Programme is reported through monthly Project Status Reports to the Programme Board. The change request procedure can be used to amend the programme should priorities and feasibilities change allowing new projects to be added as they come forward. Change requests are signed off by the Programme Board.
- 3.9 Over the course of the year it has been shown that the community's level of interest, confidence and skills are the most important factor determining the success of any food-growing space. Funds have only been released to third-parties once the level of community engagement has been judged to be sufficient. Without adequate community engagement the projects lack sustainability and are unlikely to last beyond one growing season. The delay to some projects in the programme has been due to issues of building this capacity.
- 3.10 In considering new projects the FGSG will attempt to protect the balance of the original programme between projects in the three localities and city-wide initiatives.

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

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	<p>Increased maintenance costs in the future.</p> <p>Grants given to third parties who then do not deliver the project.</p> <p>More money committed than is available.</p>	L	<p>The sustainability of projects will be assessed to ensure that ongoing maintenance of projects does not become a burden for the Council.</p> <p>The 'Following the Public Pound' procedure is followed.</p> <p>Monthly Project Status Reports are taken to the Capital Programme Board for oversight.</p>
Legal	<p>Land owners object to their land being used for food-growing.</p> <p>Grants are given to third parties who then do not deliver the project to standard.</p>	L	<p>Lessons learned from the Food-growing Programme will inform the preparation of Granite City Growing.</p> <p>Land ownership will be assessed for each project.</p> <p>Letters of Agreement are put in place with constituted groups in receipt of grants. Projects are monitored by the FGSG.</p>
Employee	Supporting community	L	

	<p>food-growing projects could raise the morale of staff because of its health and wellbeing benefits. There is a risk ACC does not benefit from this opportunity.</p> <p>Employment of a Community Food-growing Officer may become necessary if the existing post is unable to secure further funding or the programme expands</p>		<p>Funding is found to extend the Community Food-growing officer post. If not then food-growing actions would need to be added to the remit of existing staff.</p>
Customer	<p>Increasing the visibility of urban food-growing could increase the demand for allotments and other food-growing spaces.</p> <p>There is a risk that demand for food-growing opportunities will not be met.</p>	L	<p>The allotment waiting list is reviewed annually.</p> <p>Food-growing is included in the current open-space audit to identify suitable land.</p> <p>Food-growing will be included within the next Local Development Plan. Identifying land for food-growing is a requirement of the food-growing strategy.</p>
Environment	<p>Community food-growing can contribute to reducing food-miles, improving soil quality and increasing biodiversity. There is a risk that Aberdeen does not benefit from this opportunity.</p> <p>Pollution can occur from food-growing activities.</p>	L	<p>A Strategic Environmental Assessment is currently being prepared.</p> <p>Advice on chemical use, composting, water use and potentially contaminated soil will be considered on a project by project basis.</p>
Technology	<p>Water harvesting and solar technologies could be part of food-growing sites.</p> <p>Digital platforms could be</p>	L	

	used to raise awareness of Granite City Growing. There is a risk that the Council does not benefit from these opportunities.		
Reputational	<p>Encouraging and supporting community food-growing should enhance the authority's reputation if adequately communicated. There is a risk that the Council does not benefit from this opportunity.</p> <p>There is a reputational risk to the Council if it doesn't actively support the evolving Sustainable Food City Partnership Aberdeen: Granite City Good Food</p> <p>There is a risk to the Council if a project goes badly or the support for projects is pulled.</p>	L	Staff in the communications team are kept up-to date with progress.

7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
Prosperous Economy	Community food-growing can potentially supplement the local food economy; building skills and building expectations around valuing fresh local food. It has a place within the Granite City Good Food action plan regarding supporting local food economies.
Prosperous People	Community food-growing can potentially contribute to reducing food poverty, reducing social isolation, increasing mental well-being, increasing physical activity and improving people's diets. It can be used in schools or other institutional settings to achieve a range of educational, behaviour change and health outcomes. It can be an activity with which to engage and empower local communities.

Prosperous Place	Community food-growing could contribute to making Aberdeen more resilient to future shocks, bring green space into the urban landscape and highlight heritage varieties of fruit and vegetables unique to the area.
Enabling Technology	None.

Design Principles of Target Operating Model	
	Impact of Report
Customer Service Design	The community food growing programme could assist with demographic pressure, providing a meaningful way to interact with green-spaces for a growing and aging population with increasingly complicated social and health care needs.
Organisational Design	A flexible partnership approach best supports community food-growing projects. They must reflect what people want but also be innovative and aspirational to show what could be possible.
Governance	n/a
Workforce	There is an opportunity for food-growing skills to be supported and extended across the workforce as a land management option, a tool for community engagement and as an activity for improving staff well-being.
Process Design	n/a
Technology	n/a
Partnerships and Alliances	Moving towards a 'community food-growing fund' could be the best long-term solution for matching funding to the aspirations of communities. The membership of both the Food-Growing Steering Group and the Sustainable Food City Partnership Aberdeen represent significant partnership working.

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	EHRIA required and submitted to the Equalities Team 17/7/2018
Privacy Impact	Required; Brief DPIA submitted and signed off 14/08/18

Assessment	
Duty of Due Regard / Fairer Scotland Duty	Not applicable

9. BACKGROUND PAPERS

[Local Outcome Improvement Plan
Finance Policy and Resources Committee, 9/3/17, item 16 \(4\)
Communities, Housing and Infrastructure, CHI/17/162, 29/8/17](#)

10. APPENDICES

Appendix 1: Community Food Growing Programme Progress Update
Appendix 2: Summary report by the Community Food-Growing Officer

11. REPORT AUTHOR CONTACT DETAILS

Name Sandy Highton
Title Sustainable Development Officer
Email Address SHighton@aberdeencity.gov.uk
Tel 01224 522247

Appendix 1: Community Food-growing Programme Progress Update

Please note *Locality 1 - Torry;*
Locality 2 - Middlefield, Mastrick, Heathryfold, Cummings Park and Northfield;
Locality 3 -Seaton, Tillydrone and Woodside.

No	Locality / Scope	Project	Progress Update (July 2018)	Estimated Expenditure	Spend commitment to date (July 2018)
1.	Locality 1	Deeside Family Centre Me2 Service	Baskets, planters and tools suitable for introducing food-growing to nursery aged children.	£550	£541.93 (Complete)
2	Locality 1	Redmoss Allotments	7 mini and 5 micro plots created. The whole area fitted with drainage and rotavated. Split into separate plots. All plots taken.	£1,000	£1800.21 (Complete)
3	Locality 1	Torry Food-growing initiative	There is an ambition for a community garden and orchard. A constituted sustainable group is still being developed.	£12,000	None
<i>Sub-total Locality 1</i>				£13,550	£2342.14
4	Locality 2	Cummings Park Community Centre	There is ambition for a community garden but a sustainable group is not presently forthcoming. The Food-growing Steering Group would like to reduce the allocation to £5000 for this project.	£20,000	None
5	Locality 2	Sheddocksley Bowling Green	Creation of a growing space, a polytunnel and community events. A change of name to the Springhill Community Garden will reflect the active group taking this forward.	£12,850	£10,580 granted pending planning consent
<i>Sub-total Locality 2</i>				£32,850	£10,580

No	Locality / Scope	Project	Progress Update (July 2018)	Estimated Expenditure	Spend commitment to date (July 2018)
6	Locality 3	Seaton Recovery Centre	A community fridge-freezer has been installed and is developing good regular usage. The Fairer Aberdeen Fund contributed £900.	£3,000	£826.69 (Complete)
7	Locality 3	Tillydrone Community Flat	Container gardening and polytunnel for residents to grow their own fruit and vegetables	£3,000	£2900 granted
8	Locality 3	Seaton Community Gardening	The Lord Hay's Gardeners community has 98 flats and will be assisted with their plan for a garden.	£2,000	£2170 granted
9	Locality 3	Greening Donside – Community Garden & Wild Orchards	Creation of a community garden, installation of a polytunnel and composter.	£14,500	£14,500 granted
<i>Sub-total Locality 3</i>				£22,500	£20,396.69
10	All three localities	Schools Projects	Pilot projects working with Bramble Brae, Tullos, Woodside and Muirfield primary schools. Raised beds and vertical growing spaces installed.	£20,000	£13,566
11	All three localities	Food Growing Bags	100 bags distributed and lessons learned regarding logistics. Very popular idea which will be repeated next Spring.	£8,000	None (£4900 moved from this project to fund the BID Bee project)
12	All three localities	BID Bee Project	Urban Beekeeping Learning Strategy and Development Project. Six bee hives with monitoring technology and engagement activities.	(New Project added to programme)	£4,900 granted

No	Locality / Scope	Project	Progress Update (July 2018)	Estimated Expenditure	Spend commitment to date (July 2018)
			<i>Sub-total 'All-three locality initiatives'</i>	£28,000	£18,466
13	City-wide	CFINE Development Officer	Support the Council, its partners and communities to develop, deliver, monitor and report on the programme	£35,000 (2017/18)	£35,000 granted
14	City-wide	Communication Plan	Workshops and logo.	£1,100	£130
15.	City-wide	Grove Nursery	Clearance and erection of a polytunnel to support new growing initiatives	£12,000	£8237.67
			<i>Sub-total 'City-wide'</i>	£48,100	43,367.67
			TOTAL	£145,000	£95,152.50

Appendix 2: Summary report by the Community Food-growing Officer June 2018



Thanks to Neil Woodward, the Community Food-growing Officer employed by CFINE for update text and photos.

Tillydrone Community Flat Project:

The Eastern European community is very strong in the area and it seems that the funding can be used and be very fruitful. This community has already started growing in their “Backies”; we await more developments and a newly written proposal within the next month.

Cummings Park:

We have struggled with community engagement at Cummings Park. The existing garden has just fallen into disrepair and we must do everything in our power to prevent this happening again. The workers in the centre do not have the time to maintain the garden within their own working hours. This is still a great project and in an area where we have seen the school garden flourish at Bramble Brae Primary. Geographically, it would make a great community space and it is an area that needs this kind of investment, so we are still trying.

Redmoss allotments:

7 mini and 5 micro plots created. The whole area fitted with drainage and rotavated. Split into separate plots. All plots taken. Seems that this type of project could be very popular, and not too difficult to set up, however needs to be more directed into community growing other than individual plots.

The Seaton project:

The Lord Hay’s community has 98 flats. A proposal has been accepted for simple works to be carried out by the Grove Nursery team. This project should run rather smoothly with some minor works already underway.

Seaton Community Centre have installed a community fridge and freezer. It has proved very popular.

Deeside Family Centre:

All monies spent. The children were planting last week and all has gone very smoothly. The children have really enjoyed the project and been involved from the very beginning, choosing their planters and the items they wish to grow.

Torry Orchard:

We held various community engagement days and have established a strong relationship with Dragados, the company constructing the new Harbour expansion. We have been offered staff hours and a JCB to help push things forward.

Cultivate Aberdeen, a new local group has shown a huge interest in the location and hope to prepare a Project Proposal with them in the next month. This is a fabulous opportunity for this area.

Donside Growers

A strong established group that has been progressing with the project. A community day saw 67 people turn up! The group has also installed a number of bee hives to increase pollination in the area. The growing side of the project has already engaged with large numbers of the youth.

Edible walls in Schools:

Various difficulties in the beginning slightly delayed installation but these problems were quickly resolved. Some damage did occur during construction, but they were quickly repaired. Tullos Primary, Woodside Primary and Bramble Brae and Muirfield primary schools benefited from this pilot project and were able to use their edible walls to aid learning. 252 pupils were involved overall and some useful information was gathered to inform future projects.



School Garden Project:

The school gardens are placed in three schools, Tullos Primary, Woodside Primary and Bramble Brae. Well planned and very driven by One Seed Forward and the University of Aberdeen. During the construction phase we established a relationship with EIS Waste Management.



The school projects alone have used in the region of £2,500 of retail value construction timber. The total monetary value of materials used from EIS totals £4,449 approximately, amongst all the projects.

Over 600 hours of gardening time in May alone was delivered (teaching time multiplied by number of pupils). 2 classes involved at each school. Classes averaging 30 pupils indicates that 160 students are engaging in the projects.

Sheddocksley project:

The Sheddocksley project is starting to move forward after months of community engagement with some very strong, driven members. A group is about to form in the next month and the local church is still strongly involved and have contributed £500 to help get the group set up.

Sport Aberdeen are involved and there has been contact with Dobbies and with the Tesco Communities Team. Work has started to happen as the area was cleared by the unpaid work team a few weeks ago. We hope to get a proposal in very soon. Our next meeting is discussing the creation of a constituted group. We have also received request from Aberdeen Performing Arts to get involved.

The Veg Bag



The veg bag is hugely popular. 100 were made up and distributed but we could probably send out 250-300 quite comfortably. Planning for next year could include an intern to help run logistics and answer email, phone calls etc. With the correct promotion this could be in the thousands and what a great way to publicise the fund in the future. Facebook engagement was significant in this project with daily hits exceeding 4000 during May.

BID Bee hive Project

The BID Bee Team's project will buy, maintain and monitor six bee hives in the city centre. Partnership working with Aberdeen Inspired to improve biodiversity, build bee-keeping skills, provide volunteering opportunities, educate people using webcam technology and provide a source of local honey.

Grove Nursery

The polytunnel is yet to be erected because of a delay in getting a water supply secured.

Communication Plan

Ideas for spend include logoed seed packets, stickers for watering cans, site signs and roller banner.

CFINE Community Food-Growing Officer

Neil Woodward, the Community Food-Growing Officer was funded as part of the programme from October 2017 until September 2018. He has worked to launch the projects, oversee progress and

make valuable connections across the programme and more widely. The value added to the programme shown in table 2 above can be directly attributed to Neil's efforts.

Sandy Highton
Sustainable Development Officer
July 2018

ABERDEEN CITY COUNCIL

COMMITTEE	Capital Programme Committee
DATE	12 September 2018
REPORT TITLE	Fleet Replacement Programme
REPORT NUMBER	OPE/18/002
DIRECTOR	Steve Whyte
CHIEF OFFICER	Mark Reilly
REPORT AUTHOR	William Whyte
TERMS OF REFERENCE	1.1, 1.3.

1. PURPOSE OF REPORT

The report provides members with an update on the progress of the Fleet Replacement Programme for 2016/2017 and 2017/2018.

The report also provides updates on Capital Expenditure projects carried out by Fleet Services over the last Financial Year.

2. RECOMMENDATION(S)

That the Committee:-

- 2.1 Notes the progress made in delivering the Fleet Replacement Programme 2016/17 and 2017/18.
- 2.2 Notes the progress made on the following as per the CHI/16/318 report agreed on January 24th 2017:
 - Procurement of Tyre Management service provision
 - Telematics System trial
 - Fuel Bunkering System & Fuel Management System procurement
 - Fleet Management System procurement
 - Development of Fuel Cell Joint Undertaking (FCHJU)
 - Introduction of additional Hydrogen Vehicles
- 2.3 Approve the continuation of the Fleet Replacement Programme for 2018/19.

3. BACKGROUND

3.1 Fleet Replacement Programme 2016/17 & 2017/18

3.1.1 In financial year 2016/17 & 2017/18 the vehicles purchased and their cost were:

Vehicle	Cost
<u>2016/17</u>	
3 large sweepers	£423k
1 gulley tanker	£128k
2 cars	£25.6k
<u>2017/18</u>	
1 white lining vehicle	£174k
12 refuse collection vehicles	£1.8m

Previously approved procurement exercises for vehicle replacements originally scheduled for 2016/17 & 2017/18 are still in progress. The originally estimated cost for these exercises was £4.45m, which is incorporated in the existing capital budget for Fleet Replacement.

3.2 Fleet Replacement Programme 2018/19

3.2.1 The number of vehicles planned to be purchased in financial year 2018/2019 is 25. The estimated cost required for fleet replacements in financial year 2018/2019 is £1.0m. This consists of various vehicle types such as small/ medium vans/mini buses and LGV. The details of these are included in the procurement workplan to be discussed at the Strategic Commissioning Committee on 13 September 2018.

3.3 Tyre Management Service Procurement

3.3.1 Following a procurement exercise a new supplier of tyre management was implemented in April 2017, the results in the first year showed a reduction in the tyre budget spend of £36k.

3.4 Telematics System Trial

3.4.1 Telematics technology was trialled over a 15-month period with 6 suppliers, 4 of the which have supplied data analysis. Thus far it appears evident that the application of such systems has indicated instances of under fleet utilisation, high idling time and poor driver/vehicle behaviours.

3.4.2 Implementation of telematics would result in a reduction in spend on fuel, tyres, wear and tear and increase utilisation of fleet vehicles. These fleet management benefits are long term and should lead to a reduction in the size of the Fleet. A business case with “spend to save” justification will be prepared.

3.5 Fuel Bunkering & Fuel Management Systems

3.5.1 The purchasing of Fuel Bunkering and Fleet Management Systems have been completed and are now in place at Kittybrewster and Altens East Depots. These were fully operational by the end of January 2017 and to date are working successfully.

3.5.2 Fleet Services will investigate other Council depots within the city area to implement the Fuel Management System. This would be a “spend to save” comparing the purchase price of fuel to the ongoing fluctuating fuel pump price. Details will be captured by the relevant corporate programme.

3.6 Fleet Management System Procurement

3.6.1 The Fleet Management system has been subject to review in conjunction with ICT who have confirmed the need for change. A business case is being progressed to replace the current system.

3.7 Development of Fuel Cell Joint Undertaking (FCHJU)

3.7.1 The bid to the Fuel Cell Joint Undertaking was unsuccessful, however the partnership of transnational partner is now in the process of submitting a similar bid for Hydrogen Refuse trucks to the North West Programme which has a better funding percentage.

3.8 Introduction of Additional Hydrogen Vehicles

3.8.1 In January 2017, Communities, Housing & Infrastructure committee approved for the service to develop further alternative fuelled vehicles within the Council’s Fleet. Working in partnership with the external funding team resulted in Aberdeen City Council converting a large mechanical sweeper vehicle to Hydrogen/Diesel in January 2018 and 2 new refuse collection 26 tonne vehicles were converted by June 2018.

4. FINANCIAL IMPLICATIONS

4.1 The current budget profile for the Fleet Replacement Programme for financial years 2017/18 to 2021/22 totals £19.660 million. This is a rolling programme and will be assessed annually as part of the council’s budget setting process. Review of current replacement requirements indicates that this budget will be sufficient.

4.2 The vans and LGV vehicles included in this plan are overdue for replacement. Due to the age profile and condition of these vehicles their replacement will have a positive impact on ongoing maintenance costs and reduce the requirement to hire other vehicles.

5. LEGAL IMPLICATIONS

- 5.1 Vans and LGV vehicles which have exceeded their planned replacement date require to be considered for replacement. If these vehicles continue to be operated then this could result in the revocation of the council's Operator's Licence. The Operator's Licence is a Statutory Requirement for the council's fleet.

6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	Impact on the Revenue Budget for temporary hire of other vehicles and ongoing maintenance.	(M)	Continued investment in the Fleet Replacement Programme will reduce the need to hire other vehicles and will reduce ongoing maintenance costs required for older vehicles.
Legal	Revocation of Operator's Licence.	(H)	Continued investment in the Fleet Replacement Programme reduces the risk of failure to comply with the requirements of the Operator's Licence.
Employee	No significant risk.	(L)	
Customer	All Services.	(L)	Non-replacement of vehicles and plant could impact on the ability of services to carry out their public duties.
Environment	No significant risk.	(L)	Replacement Programme will reduce emissions from older inefficient vehicles.
Technology	No significant risk.	(L)	
Reputational	Reputational damage from loss of Operator's Licence.	(M)	Fleet Replacement Programme will enable the council to continue to meet the requirements of Operator's Licence.

7. OUTCOMES

Local Outcome Improvement Plan Themes
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	Impact of Report
Prosperous Economy	Investments in vehicles and equipment asset management will ensure fit for purpose council services, which benefit the wider economy of Aberdeen.
Prosperous People	Investment in vehicles and equipment will enhance staff experiences, with improvements in productive time for services.
Prosperous Place	Aberdeen City Council is committed to reducing carbon emissions both within its operations and across the city as part of Powering Aberdeen. Reducing emissions from transport remains a challenge as it involves the need for behaviour change either in relation to changing method of transport or moving to the use of new and unfamiliar vehicle technology such as electric or hydrogen vehicles.
Enabling Technology	Implementation of Telematics would result in a reduction in spend on fuel, tyres, wear and tear and increase utilisation of fleet vehicles. These fleet management benefits are long term and should lead to a reduction of the required number of fleet vehicles.

Design Principles of Target Operating Model	
	Impact of Report
Customer Service Design	Will reduce vehicle downtime enabling services to deliver continuously.
Organisational Design	No Impact.
Governance	No Impact.
Workforce	No Impact.
Process Design	Will enable services to deliver their objectives with newer and thus more reliable vehicles and plant.
Technology	Newer vehicles will be equipped with modern technology to enable better management through digitisation.
Partnerships and Alliances	No Impact.

8. IMPACT ASSESSMENTS

Assessment	Outcome
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Equality & Human Rights Impact Assessment	Full EHRIA not required
Privacy Impact Assessment	Not required
Duty of Due Regard / Fairer Scotland Duty	Not applicable

9. BACKGROUND PAPERS

CHI/16/318 Fleet - Capital Programme Spend

10. APPENDICES (if applicable)

Appendix A - Fleet Purchases/Sales Data from 23rd January 2017

Appendix B - Fleet Replacements for year 2018 / 2019

11. REPORT AUTHOR CONTACT DETAILS

William Whyte
 Fleet Services Manager
wilwhyte@aberdeencity.gov.uk
 01224 489312

Appendix A

The following has been purchased since January 2017

Fleet No.	Reg No	Veh. Type	Delivery Date	Purchase Price
6131	SV17LFD	FORD GRAND C-MAX EST 1.5	21/03/2017	Leased
6132	SV17LFE	FORD GRAND C-MAX EST 1.5	21/03/2017	Leased
6133	SV17LFF	FORD GRAND C-MAX EST 1.5	21/03/2017	Leased
6134	SV17LFG	FORD GRAND C-MAX EST 1.5	21/03/2017	Leased
6096	SR66ADO	FORD TRANSIT 17S MINIBUS	23/01/2017	40183.00
6097	SR66ADU	FORD TRANSIT 17S MINIBUS	23/01/2017	40183.00
6098	SR66ADX	FORD TRANSIT 17S MINIBUS	23/01/2017	40183.00
6099	SW66OVS	MERCEDES ECONIC 26T 6 X 2	25/01/2017	151548.00
6100	SW66OVT	MERCEDES ECONIC 26T 6 X 2	25/01/2017	151548.00
6101	SW66OVU	MERCEDES ECONIC 26T 6 X 2	23/01/2017	151548.00
6102	SW66OVV	MERCEDES ECONIC 26T 6 X 2	20/01/2017	151548.00
6103	SW66OVZ	MERCEDES ECONIC 26T 6 X 2	20/01/2017	151548.00
6104	SW66OVX	MERCEDES ECONIC 26T 6 X 2	27/01/2017	151548.00
6105	SW66OVR	MERCEDES ECONIC 26T 6 X 2	06/02/2017	151548.00
6106	SW66OVY	MERCEDES ECONIC 26T 6 X 2	09/02/2017	151548.00
Fleet No.	Reg No	Plant. Type	Delivery Date	Purchase Price
6135		HUSQVARNA GX560	17/04/2017	385.00
6136		HUSQVARNA GX560	17/04/2017	385.00
6137		HUSQVARNA GX560	17/04/2017	385.00
6139		HUSQVARNA GX560	17/04/2017	385.00
6140		HUSQVARNA GX560	17/04/2017	385.00
6141		HUSQVARNA GX560	17/04/2017	385.00
6142		HUSQVARNA GX560	17/04/2017	385.00
6143		HUSQVARNA GX560	17/04/2017	385.00
6145		HUSQVARNA GX560	17/04/2017	385.00
6146		HUSQVARNA GX560	17/04/2017	385.00
6147		FUMEX EFS/93.V4	24/04/2017	995.00
6148		FUMEX EFS/93.V4	24/04/2017	995.00
6149		STIHL BACKPACK LEAF BLOWER	10/05/2017	325.00
6150		HUSQVARNA GX560	17/04/2017	385.00
6151		HUSQVARNA GX560	17/04/2017	385.00
6152		HUSQVARNA GX560	17/04/2017	385.00
6153		HUSQVARNA GX560	17/04/2017	385.00
6154		HUSQVARNA GX560	17/04/2017	385.00
6155		HUSQVARNA GX560	17/04/2017	385.00
6159		HUSQVARNA GX560	17/04/2017	385.00
6160		HUSQVARNA GX560	17/04/2017	385.00
6161		HUSQVARNA GX560	17/04/2017	385.00
6162		HUSQVARNA GX560	17/04/2017	385.00
6164		STIHL FS460C B/CUTTER STRIMMER	29/05/2017	580.00
6165		STIHL FS460C B/CUTTER STRIMMER	29/05/2017	580.00
6166		STIHL FS460C B/CUTTER STRIMMER	29/05/2017	580.00
6167		STIHL FS460C B/CUTTER STRIMMER	29/05/2017	580.00

6168	STIHL FS460C B/CUTTER STRIMMER	29/05/2017	580.00
6169	STIHL FS460C B/CUTTER STRIMMER	29/05/2017	580.00
6170	STIHL FS460C B/CUTTER STRIMMER	29/05/2017	580.00
6171	MARSHALL DROPSIDE BASIC S/5B	06/06/2017	2695.00
6172	GREEN MACHINE ELECTRIC SWEEPER	18/07/2017	12938.00
6173	STIHL POWER WASHER	10/06/2017	160.00
6174 SE17XXB	VAUXHALL ASTRA CAR	29/06/2017	12809.61
6175 SE17XXC	VAUXHALL ASTRA CAR	29/06/2017	12809.61
6178	GREEN MACHINE ELECTRIC SWEEPER	18/07/2017	12938.00
6179	GREEN MACHINE ELECTRIC SWEEPER	18/07/2017	12938.00
6180	GREEN MACHINE ELECTRIC SWEEPER	18/07/2017	12938.00
6184 PX17HXA	NILFISK CITY RANGER	31/07/2017	35925.00
6186	BELLE VIB PLATE	26/07/2017	786.00
6187	BELLE VIB PLATE	09/08/2017	816.00
6190	STIHL POWER WASHER	25/09/2017	160.00
6192	HUSQVARNA GX560	02/10/2017	385.00
6193	HUSQVARNA GX560	02/10/2017	385.00
6194	HUSQVARNA GX560	02/10/2017	385.00
6195	STIHL SH86 BLOWER / VAC	24/10/2017	268.00
6196	STIHL HSA86 CORDLESS HEDGE TRI	13/02/2017	200.00
6198	STIHL HSA86 CORDLESS HEDGE TRI	07/11/2017	200.00
6199	PROBST SLAB LIFTER VPH150	08/11/2017	1270.00
6200	PROBST SLAB LIFTER VPH150	08/11/2017	1270.00
6202	STHIL TS 400 SLAB CUTTER	30/11/2017	260.00
6203	HONDA WATER PUMP	01/12/2017	282.00
6204	HONDA WATER PUMP	01/12/2017	399.60
	Total		£1,470,225.82

Total Income from the sale of vehicles since January 2017 = £117,141

Appendix B

Fleet Replacement for year 2018 / 2019

Fleet No.	Reg No	Veh. Type	Delivery Date	Purchase Price
5180	SV63OER	DAF LF55 220 18T HOOK LIFT	01/11/2013	£155,00
5181	SV63OEP	DAF LF55 220 18T HOOK LIFT	01/11/2013	£155,00
5245	SP14UEU	FORD TRANSIT 280 VAN	29/01/2014	£21,000
5246	SP14UES	FORD TRANSIT 280 VAN	29/01/2014	£21,000
5248	SP14UEM	FORD TRANSIT 280 VAN	29/01/2014	£21,000
5189	ST63BMO	FORD TRANSIT 280 SWB VAN	18/11/2013	£21,000
5190	ST63BMU	FORD TRANSIT 280 SWB VAN	18/11/2013	£21,000
5191	ST63BLZ	FORD TRANSIT 280 SWB VAN	18/11/2013	£21,000
5260	ST63CXM	FORD TRANSIT 350 3.5T LWB	18/06/2014	£21,000
5371	SP14UER	FORD TRANSIT 350 3.5T LWB	07/03/2014	£23,000
5249	ST63PKV	FORD TRANSIT 350 LWB C/CAB TIP	20/01/2014	£23,000
5250	ST63PKX	FORD TRANSIT 350 LWB C/CAB TIP	21/01/2014	£23,000
5270	SP14OBS	FORD TRANSIT 350 MWB D/C TIPPER	28/02/2014	£23,000
5251	ST63KOE	IVECO DAILY IRIS BUS	28/01/2014	£42,000
5252	ST63KOH	IVECO DAILY IRIS BUS	28/01/2014	£42,000
5258	SP14AYY	IVECO DAILY IRIS BUS	06/02/2014	£42,000
5259	SP14AYX	IVECO DAILY IRIS BUS	06/02/2014	£42,000
5167	SY63MWF	RENAULT 1.5 KANGOO VAN	16/10/2013	£11,000
5166	SY63MWE	RENAULT 1.5 KANGOO VAN	16/10/2013	£11,000
5164	SY63MWC	RENAULT 1.5 KANGOO VAN	16/10/2013	£11,000
5165	SY63MWD	RENAULT 1.5 KANGOO VAN	16/10/2013	£11,000
5169	SY63MWJ	RENAULT 1.5 KANGOO VAN	16/10/2013	£11,000
5275	SY14LKC	RENAULT 1.5 KANGOO VAN	03/03/2014	£11,000
5273	SY14LKA	RENAULT 1.5 KANGOO VAN	03/03/2014	£11,000
5274	SY14LKD	RENAULT 1.5 KANGOO VAN	03/03/2014	£11,000

Total £805,000

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Exempt information as described in paragraph(s) 6, 9 of Schedule 7A of the Local Government (Scotland) Act 1973.

Document is Restricted

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