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To: All Members of Council

Town House,
ABERDEEN, 7 December 2018

COUNCIL

The Members of the **COUNCIL** are requested to meet in **Council Chamber - Town House on MONDAY, 17 DECEMBER 2018 at 10.30am.**

FRASER BELL
CHIEF OFFICER - GOVERNANCE

B U S I N E S S

ADMISSION OF BURGESSES

- 1(a) No Burgesses to be admitted

DETERMINATION OF URGENT BUSINESS

- 2(a) No urgent business at this stage

DETERMINATION OF EXEMPT BUSINESS

- 3(a) No exempt business at this stage

DECLARATIONS OF INTEREST

- 4(a) Declarations of Interest (Pages 5 - 6)

REQUESTS FOR DEPUTATION

- 5(a) No requests at this stage

MINUTES OF PREVIOUS MEETING(S) OF COUNCIL

- 6(a) Minute of Meeting of Aberdeen City Council of 10 September 2018 - for approval (Pages 7 - 18)

REFERRALS FROM COMMITTEES

- 7(a) None at this stage

BUSINESS PLANNER AND OTHER MINUTES

- 8(a) Business Planner (Pages 19 - 22)

GENERAL BUSINESS

- 9(a) Council Diary 2019 - GOV/18/248 (Pages 23 - 34)
- 9(b) Appointment of Substitute Member to the Board of Visit Aberdeenshire - GOV/18/304 (Pages 35 - 38)
- 9(c) Treasury Management Policy and Strategy - Mid-Year Review - RES/18/246 (Pages 39 - 46)
- 9(d) Fairer Aberdeen Fund Annual Report 2017-18 - CUS/18/301 (Pages 47 - 84)
- 9(e) Licensing for Mobile Homes with Permanent Residents - OPE/18/302 (Pages 85 - 94)
- 9(f) ACHSCP Draft Strategic Plan 2019-2022 - HSCP/18/102 (Pages 95 - 136)

NOTICES OF MOTION

- 10(a) Councillor Yuill

“That this Council notes:

1. The mounting popular concern at the prospect of leaving the EU with either a bad deal or no deal at all.
2. That 61.1% of people in Aberdeen who voted in the EU referendum voted to remain in EU.
3. That in May 2018 the Bank of England estimated that households in the UK are already around £900 a year worse off because of lower growth due to Brexit.
4. The participation of hundreds of thousands of people in “Marches for a People’s Vote” across the UK this year.
5. That jobs are already moving from the UK to other parts of the EU.
6. The uncertainty caused for the 2.9 million EU citizens living in the UK and the 1.2 million UK nationals who live elsewhere in the EU.
7. The support for a “People’s Vote” - a referendum on the terms of any Brexit deal including an option to remain, by organisations including Prospect, TSSA, the Royal College of Midwives, the Royal College of Nursing, the BMA and the NUS.
8. That, in November 2018, the Scottish Parliament overwhelmingly backed the campaign for a People’s Vote.

That this Council therefore:

1. Supports the call for a People’s Vote on any final Brexit agreement, with that referendum to include an option to remain in the EU.
2. Instructs the Chief Executive to write to Aberdeen’s MPs, MSPs and MEPs, asking them to support a People’s Vote for the above reasons.”

EXEMPT / CONFIDENTIAL BUSINESS

11(a) No exempt/confidential business at this stage

EHRIAs related to reports on this agenda can be viewed [here](#)

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

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Agenda Item 4(a)

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

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

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

OR

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

OR

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

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

OR

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

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

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ABERDEEN CITY COUNCIL

Town House,
ABERDEEN, 10 September
2018

MINUTE OF MEETING OF ABERDEEN CITY COUNCIL

Sederunt:

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

COUNCILLORS

YVONNE ALLAN	FREDDIE JOHN
CHRISTIAN ALLARD	JENNIFER LAING
ALISON ALPHONSE	DOUGLAS LUMSDEN
PHILIP BELL	SANDRA MACDONALD
MARIE BOULTON	NEIL MacGREGOR
DAVID CAMERON	AVRIL MacKENZIE
JOHN COOKE	CATRIONA MacKENZIE
NEIL COPLAND	ALEXANDER McLELLAN
WILLIAM CORMIE	CIARÁN McRAE
STEVEN DELANEY	M. TAUQEER MALIK
JACQUELINE DUNBAR	THOMAS MASON MSP
LESLEY DUNBAR	ALEXANDER NICOLL
SARAH DUNCAN	JAMES NOBLE
STEPHEN FLYNN	JOHN REYNOLDS
GORDON GRAHAM	GILLIAN SAMARAI
ROSS GRANT	PHILIP SELLAR
MARTIN GREIG	JENNIFER STEWART
DELL HENRICKSON	SANDY STUART
RYAN HOUGHTON	GORDON TOWNSON
BRETT HUNT	JOHN WHEELER
MICHAEL HUTCHISON	and
CLAIRE IMRIE	IAN YUILL

Lord Provost Barney Crockett, in the Chair

The agenda and reports associated with this minute can be found [here](#).

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

Council Meeting, Monday, 10 September 2018

WELCOME

1. The Lord Provost highlighted that pupils from Airyhall and Hanover Street Primary Schools were in attendance as a result of their support for the Final Straw campaign and thanked them for their contributions.

The Lord Provost welcomed the following Chief Officers who had recently started in their respective roles.

- Andrew Howe - Chief Officer - Digital and Technology
- John Wilson - Chief Officer - Capital
- Jonathan Belford - Chief Officer - Finance
- Graeme Simpson - Chief Officer - Integrated Children's and Family Services
- Eleanor Sheppard - Chief Education Officer
- Sandra Ross - Chief Officer - Aberdeen City Health and Social Care Partnership

The Council resolved:-

to concur with the Lord Provost's remarks.

ADMISSION OF BURGESSES

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

Dr Colette Backwell, Charity Chief Executive, Aberdeen
William W Mitchell, Chartered Surveyor, Aberdeen

DECLARATIONS OF INTEREST

3. Councillor Mason MSP declared a general interest by virtue of his position as a Member of the Scottish Parliament for North East Scotland.

Councillor Hutchison declared an interest in relation to item 9(e) (Refreshed Community Covenant and Covenant with Armed Forces) (Article 15 of this minute refers) by virtue of his position as a serving member of the Armed Forces Reserves. Councillor Hutchison considered that the nature of his interest required him to leave the meeting prior to consideration of the item and take no part in the Council's deliberations thereon.

Councillors Henrickson, Houghton and Hunt also declared interests in item 9(e) as former members of the Armed Forces but did not consider that the nature of their interests required them to leave the meeting.

Council Meeting, Monday, 10 September 2018

MINUTE OF SPECIAL MEETING OF ABERDEEN CITY COUNCIL OF 2 JULY 2018

4. The Council had before it the minute of the special meeting of Aberdeen City Council of 2 July 2018.

The Council resolved:-
to approve the minute.

MINUTE OF MEETING OF ABERDEEN CITY COUNCIL OF 2 JULY 2018

5. The Council had before it the minute of meeting of Aberdeen City Council of 2 July 2018.

The Council resolved:-
to approve the minute.

MINUTE OF MEETING OF URGENT BUSINESS COMMITTEE OF 6 JULY 2018

6. The Council had before it the minute of meeting of the Urgent Business Committee of 6 July 2018.

The Council resolved:-
to approve the minute.

The Lord Provost intimated that it was his intention to consider the report on the 'Final Straw' as the first main item of business for the benefit of the school pupils in attendance, and this was agreed.

THE 'FINAL STRAW' - CAMPAIGN TO BAN PLASTIC DRINKING STRAWS IN SCOTLAND - OPE/18/129

7. With reference to Article 32 of the minute of its meeting of 5 March 2018, the Council had before it a report by the Chief Operating Officer which provided an update on progress in the past six months and sought approval to back the Final Straw campaign.

The report recommended:-
that the Council -

- (a) note the progress which has been made by services to reduce plastic straw (and other single use plastics) usage to date;
- (b) instruct the Head of Commercial and Procurement Services to continue working with Scotland Excel and the supply chain to source products which either require no drinking straw or with bio-degradable drinking straws where they are necessary;
- (c) commit to backing the Final Straw campaign by instructing all Council services and ALEOs to cease using plastic straws wherever this is practicably possible,

Council Meeting, Monday, 10 September 2018

- recognising the needs of some disabled people who require a fully flexible drinking straw to consume liquids; and
- (d) commit to going further than the Final Straw campaign by phasing out the use of all single use plastics in Council owned properties where it is practicable to do so.

DECLARATIONS OF INTEREST

At this juncture, the Depute Provost and Councillor Reynolds declared interests by virtue of their position as Council appointed members on Scotland Excel. The Depute Provost and Councillor Reynolds did not consider that the nature of their interests required them to leave the meeting.

The Committee resolved:-

- (i) to note the progress which has been made by services to reduce plastic straw (and other single use plastics) usage to date;
- (ii) to instruct the Head of Commercial and Procurement Services to continue to work with Scotland Excel and the supply chain to source products which either require no drinking straw or with biodegradable drinking straws where they are necessary subject to (iv) and (v) below, and that this also include the Council's purchasing of services, requesting that those services avoid single use plastics where possible;
- (iii) to commit to backing the Final Straw campaign by instructing all Council services and ALEOs to cease using plastic straws, provided that a procedure can be identified that will enable people with disabilities to have access to a fully flexible drinking straw should they require it;
- (iv) that a report outlining the proposed procedure, that will enable people with disabilities to have access to a fully flexible drinking straw should they require it, be identified, be it an opt-in or opt-out service, and to instruct the Chief Operating Officer to report to the next meeting of Full Council following consultation with the Disability Equity Partnership; and
- (v) to commit to going further than the Final Straw campaign by phasing out the use of all single use plastics in Council owned properties, following consultation with the Disability Equity Partnership.

GUILDRY AND MORTIFICATION FUNDS COMMITTEE - 6 SEPTEMBER 2018 - REVIEW OF ALLOWANCES

8. With reference to Article 2 of the minute of meeting of the Guildry and Mortification Funds Committee of 6 September 2018, the Council had before it, by way of remit, a recommendation that the allowances paid from the Guildry fund to Burgesses of Guild, widows and widowers of Burgesses and children of Burgesses be increased by 3% to be backdated from 1 May 2018.

The Council resolved:-

to approve the 3% increase in annual allowances to be backdated from 1 May 2018.

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BUSINESS PLANNER

9. The Council had before it the business planner as prepared by the Chief Officer - Governance.

The Council resolved:-

- (i) to note that the report on Civic Leadership and Urban Governance - Terms of Reference would be delayed to the Council meeting on 4 March 2019 and combined with the report on the Scheme of Governance Review;
- (ii) to agree to delete the proposed report on the Annual Investment Strategy as it would be covered in the annual report on Treasury Management Policy & Strategy; and
- (iii) to otherwise note the content of the business planner.

MINUTE OF MEETING OF COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE OF 16 JANUARY 2018

10. The Council had before it the minute of meeting of the Communities, Housing and Infrastructure Committee of 16 January 2018.

The Council resolved:-

to approve the minute subject to amending Article 3 to reflect that it was the Bay of Nigg.

MINUTE OF MEETING OF EDUCATION AND CHILDREN'S SERVICES COMMITTEE OF 25 JANUARY 2018

11. The Council had before it the minute of meeting of the Education and Children's Services Committee of 25 January 2018.

The Council resolved:-

to approve the minute.

GOVERNANCE REVIEW - TRUSTS UPDATE - CG/17/082

12. With reference to Article 20 of the minute of its meeting of 23 August 2017, the Council had before it a report by the Chief Officer - Governance which provided an update on the work to review, wind up and/or amalgamate uneconomic or obsolete Trusts.

The report recommended:-

that the Council -

- (a) note the progress made in relation to phase 1 as set out in Appendix A; and
- (b) in respect of the Trusts outlined in Appendix B - phase 2 and Appendix C - phase 3 (i) instruct the Chief Officer - Governance, following consultation with the Chief Officer - Integrated Children's and Family Services to develop

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proposals for the future of these Trusts; and (ii) instruct the Chief Officer - Governance to report back to Council by September 2019.

The Council resolved:-

to approve the recommendations.

PROPOSED ABERDEEN CITY & SHIRE STRATEGIC DEVELOPMENT PLAN - PLA/18/125

13. The Council had before it a report by the Chief Officer - Strategic Place Planning which advised that the Aberdeen City & Shire Strategic Development Planning Authority (SDPA) had agreed the content of a Proposed Strategic Development Plan for the City Region at its meeting on 24 August 2018, and presented the Proposed Strategic Development Plan for ratification.

The report recommended:-

that the Council -

- (a) ratify the Proposed Aberdeen City & Shire Strategic Development Plan and associated supporting documents as the settled view of Aberdeen City Council;
- (b) note the arrangements set out for public consultation on the Proposed Aberdeen City & Shire Strategic Development Plan and associated supporting documents; and
- (c) note that the SDPA shall submit the Proposed Aberdeen City & Shire Strategic Development Plan to Scottish Ministers for Examination in Public if no significant modifications are proposed to the Proposed Plan following the period of public consultation.

The Council resolved:-

to approve the recommendations.

ABERDEEN CITY HEALTH & SOCIAL CARE PARTNERSHIP ANNUAL REPORT 2017-18 - HSCP/18/063

14. The Council had before it a report by the Chief Officer - Aberdeen City Health and Social Care Partnership which presented the Aberdeen City Health and Social Care Partnership's Annual Report 2017-18, following approval by the Integration Joint Board at its meeting on 28 August 2018.

The report recommended:-

that the Council endorse the Aberdeen City Health and Social Care Partnership's Annual Report 2017-18.

The Council resolved:-

- (i) to endorse the Aberdeen City Health and Social Care Partnership's Annual Report 2017-18 and thank the staff for their work; and
- (ii) to request the Chief Officer - Aberdeen City Health and Social Care Partnership to provide members with additional information in terms of a breakdown of life expectancy in the city on an area by area basis, as well as premature mortality

Council Meeting, Monday, 10 September 2018

rates and what was being done to address avoidable deaths, particularly in the most deprived parts of the city.

In accordance with Article 3 of this minute, Councillor Hutchison left the meeting prior to consideration of the following item of business.

REFRESHED COMMUNITY COVENANT AND COVENANT WITH ARMED FORCES - COM/18/114

15. With reference to Article 13 of the minute of its meeting of 11 October 2017, the Council had before it a report by the Director of Customer which sought approval of the refreshed Community Covenant with the Armed Forces.

The report recommended:-

that the Council -

- (a) approve the refreshed Community Covenant with Armed Forces;
- (b) agree that the Lord Provost remain as the Armed Forces Champion;
- (c) instruct the Chief Officer - Early Intervention and Community Empowerment to ensure up to 1% of our new 2,000 Council houses are offered to those leaving the armed forces. With up to a further 0.5% being adapted for those injured in service; and
- (d) agree to establish an Advisory Working Group, with its purpose being to ensure the commitments contained in the Community Covenant are met, to appoint three Councillors (2 Administration/1 Opposition) to the Advisory Working Group and invite the Chief Officer - Early Intervention and Community Empowerment to appoint three officers from education services, housing services and social work services to join the Advisory Working Group.

The Council resolved:-

- (i) to approve recommendations (a), (b) and (d);
- (ii) to instruct the Chief Officer - Early Intervention and Community Empowerment to ensure that up to 1% of our new 2,000 Council houses are offered to those leaving the regular armed forces or the spouse and/or dependents of those who have died while serving in the armed forces. With up to a further 0.5% being adapted for those injured in service;
- (iii) to agree that Aberdeen is a forces friendly city that recognises the service of all British Armed Forces personnel, those of the Commonwealth of Nations and those within NATO;
- (iv) to donate £10,000 to the Poppy Scotland Appeal to be met from the corporate contingency fund to support their ongoing activities, and that a letter be written to Poppy Scotland suggesting that the donation be focused around Aberdeen and Aberdeenshire;
- (v) to instruct the Chief Officer - Early Intervention and Community Empowerment to report back to Full Council annually on the work of the Advisory Working Group in meeting the objectives set out in the report;
- (vi) to request the Chief Officer - Strategic Place Planning to ensure that the relevant policies within the forthcoming Local Development Plan take account of the housing commitments made above; and

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- (vii) to note that the refreshed Community Covenant with Armed Forces would be added to the Council website now that it had been approved.

NOTICE OF MOTION BY COUNCILLOR FLYNN

16. The Council had before it the following notice of motion by Councillor Flynn:-

“Council welcomes the investment that Aberdeen City Council, in partnership with the Scottish Government, OLEV and FCHJU, have made in hydrogen buses and facilities in Aberdeen.

Believes that this investment has signified the intent of Aberdeen to promote low-carbon vehicle use and welcomes the additional commitment of the Council to introduce a low-emission zone.

Further believes that more can, and should, be done to improve air-quality in our city and evidence our commitment to tackling climate change.

Therefore, instructs officers to report to the next meeting of Full Council with a strategic appraisal outlining how the Council intends to increase the number of electric vehicle charging points across the city through the development of existing infrastructure (i.e. car parks, lampposts etc.) or creation of new facilities. And, that this report include potential cost implications and funding sources available.”

The Council resolved:-

to approve a joint notice of motion by Councillors Flynn and Grant in the following terms:-

“Council welcomes the investment that Aberdeen City Council, in partnership with the Scottish Government, OLEV and FCHJU, have made in hydrogen buses and facilities in Aberdeen.

Believes that this investment has signified the intent of Aberdeen to promote low-carbon vehicle use and welcomes the additional commitment of the Council to introduce a low-emission zone.

Notes the Aberdeen City Region Hydrogen Strategy and action plan 2015-25, which aims to maintain and build on Aberdeen’s existing standing in the hydrogen sector and as a leading hydrogen hub in Scotland, the UK and Europe.

Further believes that more can, and should, be done to improve air-quality in our city and evidence our commitment to tackling climate change.

Therefore, instructs the Chief Officer - Strategic Place Planning to include EV and Hydrogen fuelling infrastructure as a Main Issue in the upcoming Main Issues Report consultation on the review of the Aberdeen Local Development Plan. Views are to be sought on how new developments brought through the planning system could help to expand the charging and refuelling infrastructure

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across the city. And that, the Chief Officer - Strategic Place Planning be further instructed to report back to the first Operational Delivery Committee following that consultation with an outline strategic appraisal on how the Council intends to increase charging and refuelling infrastructure across the city including potential funding sources available and estimated cost implications.”

NOTICE OF MOTION BY LORD PROVOST BARNEY CROCKETT

17. The Council had before it the following notice of motion by Lord Provost Barney Crockett:-

“That Council:-

- (1) Notes that in 1319 King Robert the Bruce granted Aberdeen the ‘Stocket’ Charter.
- (2) Notes that under the terms of the charter, King Robert the Bruce granted Aberdeen the Forest of Stocket and as a result of the finances generated from the forest, the Common Good Fund was created to benefit the people of Aberdeen.
- (3) Notes the Common Good Fund helped to fund, amongst other things, Marischal College, Aberdeen Art Gallery, Central Library, Aberdeen Royal Infirmary and Hazlehead Park.
- (4) Agrees that the Lord Provost should mark the 700th anniversary of the Stocket Charter by holding a dinner in 2019. Invitees would include citizens from all 13 wards in Aberdeen.
- (5) Agrees that holding the dinner be subject to suitable funding being identified and approved through the 2019/20 budget process.”

The Lord Provost moved, seconded by Councillor Houghton:-

That the Council approve the notice of motion.

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

That the Council approve parts (1), (2) and (3) of the notice of motion; and (4) agree that the 700th anniversary of the Stocket Charter should be appropriately marked and instruct the Chief Officer - Governance to report to the Council meeting in December 2018 on how this could be achieved in a way that delivers a direct benefit to citizens in Aberdeen.

Councillor Flynn moved as a further amendment, seconded by Councillor Jackie Dunbar:-

That the Council approve parts (1), (2) and (3) of the notice of motion, remove parts (4) and (5) and replace with - instruct the Chief Officer - Governance to report to the next meeting of Full Council with an options appraisal on an event(s) which could be held to mark the occasion, with this event(s) being freely accessible to all. This report will identify cost and funding options.

There being a motion and two amendments, the Council first divided between the two amendments.

Council Meeting, Monday, 10 September 2018

On a division, there voted:-

For the amendment by Councillor Yuill (4) - Councillors Delaney, Greig, John and Yuill.

For the amendment by Councillor Flynn (19) - Councillors Allard, Alphonse, Cameron, Cooke, Copland, Cormie, Jackie Dunbar, Flynn, Henrickson, Hutchison, MacGregor, Catriona MacKenzie, McLellan, McRae, Nicoll, Noble, Samarai, Sandy Stuart and Townson.

Declined to vote (20) - Depute Provost; and Councillors Allan, Bell, Boulton, Lesley Dunbar, Duncan, Graham, Grant, Houghton, Hunt, Imrie, Laing, Lumsden, Macdonald, Avril MacKenzie, Malik, Mason MSP, Reynolds, Sellar and Jennifer Stewart.

Absent from the division (1) - Councillor Wheeler.

The Council then divided between the motion and the amendment by Councillor Flynn.

On a division, there voted:-

For the motion (22) - Lord Provost; Depute Provost; and Councillors Allan, Bell, Boulton, Lesley Dunbar, Duncan, Graham, Grant, Houghton, Hunt, Imrie, John, Laing, Lumsden, Macdonald, Avril MacKenzie, Malik, Mason MSP, Reynolds, Sellar and Jennifer Stewart.

For the amendment by Councillor Flynn (22) - Councillors Allard, Alphonse, Cameron, Cooke, Copland, Cormie, Delaney, Jackie Dunbar, Flynn, Greig, Henrickson, Hutchison, MacGregor, Catriona MacKenzie, McLellan, McRae, Nicoll, Noble, Samarai, Sandy Stuart, Townson and Yuill.

Absent from the division (1) - Councillor Wheeler.

There being a tied vote, in terms of Standing Order 31.6, the Lord Provost exercised his casting vote for the motion.

The Council resolved:-

to adopt the motion and thereby approve the notice of motion.

NOTICE OF MOTION BY LORD PROVOST BARNEY CROCKETT

18. The Council had before it the following notice of motion by Lord Provost Barney Crockett:-

“That this Council, at the request of former members of the Aberdeen Amnesty International Group, agrees to remove the plaque honouring Aung San Suu Kyi erected in Hazlehead Park, in view of her continuing failure as leader of Myanmar to act in the face of international pressure following the ongoing violence against the Rohingya Muslims and the resultant humanitarian crisis.”

Council Meeting, Monday, 10 September 2018

The Council resolved:-

to approve the notice of motion and instruct officers to investigate and report on the cost of placing a new plaque, in place of the removed plaque, dedicating the tree to all the peoples of Myanmar in their continuing struggle for human rights, freedom and democracy.

- **BARNEY CROCKETT, Lord Provost.**

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	A	B	C	D	E	F	G	H	I
1	COUNCIL BUSINESS PLANNER The Business Planner details the reports which have been instructed by the Council 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	Director	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3			17 December 2018						
4	Treasury Management Policy & Strategy - Mid Year Review 2018/19	To present the treasury management policy and strategy mid-year review		Neil Stewart	Finance	Resources	4		
5	Foster Care Fees and Allowances	To seek approval of the Foster Care fees and allowances.		Isabel McDonnell	Integrated Children's and Family Services	Operations	2	T	This item was originally on the Planner for the Operational Delivery Committee but was transferred to Council due to a misunderstanding. The report relates to fees and allowances the Council <i>pays</i> rather than charges, therefore it is appropriate for it to be considered by the Operational Delivery Committee.
6	Council Diary 2019	To seek approval for the Council diary from May to December 2019.		Lynsey McBain	Governance	Governance	12		
7	The Final Straw	To outline the proposed procedure that will enable people with disabilities to have access to a fully flexible drinking straw should they require it, be it an opt-in or opt-out service. Council instructed the Chief Operation Officer to report to Council in December 2018 following consultation with the Disability Equity Partnership.		Andy Campbell	Operations and Protective Services	Operations	Council decision	D	Formal consultation with the DEP was undertaken at the meeting of 14 November 2018. DEP members suggested that consultation be widened to seek the views of a number of different bodies/groups who would have users who would be better placed to comment. To allow this consultation to take place, the report will be deferred to the meeting of Council on 4 March 2019.

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Director	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
8	Aberdeen City Health and Social Care Partnership Draft Strategic Plan 2019-2022	To invite Aberdeen City Council to submit a response to the public consultation of the draft plan.		Kevin Toshney	ACHSCP	ACHSCP	Introduction - 4		
9	Fairer Aberdeen Annual Report 2017-18	To provide members with the Fairer Aberdeen Fund Annual Report 2017-18.		Susan Thoms	Early Intervention and Community Empowerment	Customer	Council decision		
10	Licensing for Mobile Homes with Permanent Residents	To seek approval of the fees for the licensing and renewal of licences for residential caravan sites.		Aileen Brodie	Operations and Protective Services	Operations	2		
11	Appointment of Substitute Member to the Board of Visit Aberdeenshire	To seek a nomination to the Visit Aberdeenshire Board for a substitute Aberdeen City Council member.		Martyn Orchard	Governance	Governance	Introduction - 6		
12			04 March 2019						

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Director	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
13	Scheme of Governance Review (including Civic Leadership and Urban Governance - Terms of Reference)	Council on 5/3/18 instructed the Chief Officer - Governance to report back to Council within 12 months on the operation of the Scheme of Governance documents. Council also instructed the Chief Officer - City Growth to co-design a 'terms of reference' for each group set out in recommendation (xxvii) taking into consideration how Civic Leadership and Urban Governance can help our city to build a future - prosperous and successful, which makes a real difference to the everyday lives of all its citizens, with a report back to Council in December 2018 with proposed terms of reference and proposed members of each group. However, at the Council meeting of 10/9/18 it was agreed that this be incorporated within the Scheme of Governance Review report in March 2019.		Fraser Bell	Governance	Governance	11		
14			Budget Meeting 5 March 2019						
15	General Fund Revenue Budget 2019/20 to 2023/24; General Fund Capital Programme 2019/20 to 2023/24	To set the General Fund Revenue Budget and Capital Programme for 2019/20 to 2023/24		Sandra Buthlay	Finance	Resources	2		
16			April 2019 onwards						
17	Annual Committee Effectiveness Reports	To present all of the annual effectiveness reports for each Committee.	To be reported in June 2019	Fraser Bell	Governance	Governance	9		
18	Community Covenant Advisory Working Group	Following Council approval in September 2018 to establish an Advisory Working Group to ensure the commitments contained in the Community Covenant are met, to present an annual report on the work of the Advisory Working Group in meeting the objectives set out in the report.	To be reported in September 2019	Derek McGowan	Early Intervention and Community Empowerment	Customer	Council decision		
19	Guildry Trust Constitution	Report presenting proposed changes to the Guildry Constitution.	To be reported in September 2019	Kundai Sinclair	Governance	Governance	Council decision		
20	Governance Review - Trusts Update	To report back on proposals for the future of the Trusts in phases 2 and 3 of the work to review, wind up and/or amalgamate uneconomic or obsolete Trusts.	To be reported in September 2019	Kundai Sinclair	Governance	Governance	Council decision		
21	Proposed Aberdeen Local Development Plan	To present the proposed Aberdeen Local Development Plan	To be reported in December 2019	Gale Beattie	Strategic Place Planning	Place	8		

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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	17 December 2018
REPORT TITLE	Council Diary 2019
REPORT NUMBER	GOV/18/248
CHIEF OFFICER	Fraser Bell
REPORT AUTHOR	Lynsey McBain
TERMS OF REFERENCE	12

1. PURPOSE OF REPORT

To present a proposed calendar of Council and Committee meetings for May to December 2019 for approval.

2. RECOMMENDATION(S)

That Council approves the proposed calendar of meetings from May to December 2019 as set out in Appendix 1.

3. BACKGROUND

- 3.1 The Council diary generally follows a set pattern, based on an 8 week cycle. The Planning Development Management Committee is required to meet more frequently and normally meets every four weeks. There are a few exceptions to this in the weeks around the school holidays. No meetings are arranged for the Easter and October school holidays, and dates where conferences are scheduled are generally avoided.
- 3.2 Appeals Sub Committee dates are not included in the diary and are arranged as and when required.
- 3.3 Dates for the Strategic Development Planning Authority (SDPA) are arranged outwith the Council.
- 3.4 Audit, Risk and Scrutiny dates have been set in line deadlines for the Annual Accounts.
- 3.5 All meetings are scheduled to commence at 2pm unless otherwise stated.
- 3.6 It would be useful if the dates of party conferences were checked against the draft diary. These dates should then be avoided for Committee meetings, where possible.

4. FINANCIAL IMPLICATIONS

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

5. LEGAL IMPLICATIONS

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	None		
Legal	None		
Employee	Failure to approve the diary would have a detrimental impact on the ability of employees to plan ahead in terms of business requiring approval by members.	L	The diary has been subject to consultation in advance of the meeting and officers can plan around the draft diary until otherwise agreed.
Customer	None		
Environment	None		
Technology	None		
Reputational	There is a reputational risk if the Council does not agree the diary beyond April 2019 at this meeting as the next scheduled Council meeting is not until 4 March 2019. This would impact on the ability of officers to schedule reports to enable the Council to conduct its business, as well as impacting on elected members and external	L	The diary has been subject to consultation in advance of the meeting.

	members in terms of their availability to attend meetings and the press, public and partners who take an interest in those meetings and attend.		
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7. OUTCOMES

Design Principles of Target Operating Model	
	Impact of Report
Governance	Council business will be able to be conducted timeously.
Workforce	Officers will be able to ensure deadlines are met in regard to committee reports and plan their workload accordingly.
Partnerships and Alliances	The agreed diary will allow for other meetings with partners to be arranged and organised.

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	Not required
Data Protection Impact Assessment	Not required
Duty of Due Regard / Fairer Scotland Duty	Not required

9. BACKGROUND PAPERS

None.

10. APPENDICES

Appendix 1 – Council Diary May to December 2019.

11. REPORT AUTHOR CONTACT DETAILS

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Title: Committee Services Officer
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Tel: 01224 522123

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2019

MAY

2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
			1 Community Planning Aberdeen Board (2pm)	2	3 City Region Deal (9.30am)	4
5	6 <u>MAY DAY HOLIDAY</u> OFFSHORE TECHNOLOGY CONFERENCE - HOUSTON	7 IN SERVICE DAY OFFSHORE TECHNOLOGY CONFERENCE - HOUSTON	8 OFFSHORE TECHNOLOGY CONFERENCE - HOUSTON	9 OFFSHORE TECHNOLOGY CONFERENCE - HOUSTON	10	11
12	13	14 Licensing Board (10.30am)	15	16 Education Operational Delivery Committee (10am) Operational Delivery Committee (2pm)	17	18
19	20	21 Capital Programme Committee (2pm)	22	23 Planning Development Management Committee (10am) Pre Application Forum (if required) (2pm)	24	25
26	27 Community Planning Aberdeen Management Group (2pm)	28 Strategic Commissioning Committee (2pm)	29	30 Planning Development Management Committee (visits) (if required) (am)	31	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
						1
2	3	4 Licensing Committee (10am)	5	6 City Growth and Resources Committee (2pm)	7 Pension Board Annual Meeting (10.30am)	8
9	10	11 Integration Joint Board (Health Village 10am)	12	13 Public Protection Committee (2pm)	14 Pensions Committee and Board (10.30am)	15
16	17 Elected Member Development Day	18 Staff Governance Committee (2pm)	19 NESTRANS (2PM)	20	21 Grampian Valuation Joint Board (10.30am)	22
23	24 Council	25	26 Audit, Risk and Scrutiny Committee (2pm)	27 Planning Development Management Committee (10am) Pre Application Forum (if required) (2pm)	28	29
30						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
	1 Community Planning Aberdeen Board (2pm)	2	3 Licensing Board (10.30am)	4 Planning Development Management Committee (visits) (if required) (am)	5 SCHOOL TERM ENDS	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31 Special City Growth and Resources Committee (for quarterly accounts) (2pm)			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
				1	2	3
4	5 Community Planning Aberdeen Management Group (2pm)	6	7	8	9	10
11	12	13 IJB Development Workshop	14	15 Planning Development Management Committee (10am) Pre Application Forum (if required) (2pm)	16	17
18	19 IN SERVICE DAY	20 <u>SCHOOL TERM STARTS</u> Licensing Committee (10am)	21	22 Planning Development Management Committee (visits) (if required) (am)	23 Grampian Valuation Joint Board (10.30am)	24
25	26 Elected Member Development Day	27	28	29 City Region Deal (9.30am) Strategic Commissioning Committee (2pm)	30	31

2019

SEPTEMBER

2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
1	2 Council (10.30am)	3 OFFSHORE EUROPE	4 OFFSHORE EUROPE WORLD ENERGY CITIES PARTNERSHIP AGM	5 OFFSHORE EUROPE WORLD ENERGY CITIES PARTNERSHIP AGM	6 OFFSHORE EUROPE WORLD ENERGY CITIES PARTNERSHIP AGM	7
8	9 Community Planning Aberdeen Board (2pm)	10 Integration Joint Board (Health Village 10am) Licensing Board (10.30am)	11	12 Capital Programme Committee (2pm)	13 Pensions Committee and Board (10.30am)	14
15	16	17 Education Operational Delivery Committee (10am) Operational Delivery Committee (2pm)	18 NESTRANS (2PM)	19 Planning Development Management Committee (10am) Pre Application Forum (if required) (2pm)	20 <u>SCHOOL HOLIDAY</u>	21
22	23 <u>SCHOOL HOLIDAY</u>	24	25 Audit, Risk and Scrutiny Committee (2pm)	26 Planning Development Management Committee (visits) (if required) (am) City Growth and Resources Committee (2pm)	27	28
29	30 Elected Member Development Day					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
		1 Staff Governance Committee (2pm)	2	3	4	5
6	7	8 IJB Development Workshop	9	10 Public Protection Committee (2pm)	11 <u>SCHOOL TERM ENDS</u>	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28 <u>SCHOOL TERM STARTS</u> Community Planning Aberdeen Management Group (2pm)	29 Licensing Committee (10am)	30 Special City Growth and Resources Committee (for quarterly accounts) (2pm)	31 Planning Development Management Committee (10am) Pre Application Forum (if required) (2pm)		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
					1 Grampian Valuation Joint Board (10.30am)	2
3	4 Elected Member Development Day	5 Licensing Board (10.30am)	6 NESTRANS (2PM)	7 Planning Development Management Committee (visits) (if required) (am)	8 City Region Deal (9.30am)	9
10	11	12 Education Operational Delivery Committee (10am) Operational Delivery Committee (2pm)	13	14 Capital Programme Committee (2pm)	15	16
17	18	19 Integration Joint Board (Health Village 10am)	20	21 Strategic Commissioning Committee (2pm)	22 IN SERVICE DAY	23
24	25	26 City Growth and Resources Committee (2pm)	27	28	29	30

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Sat/day
1	2 Community Planning Aberdeen Board (2pm)	3 Licensing Committee (10am) IJB Development Workshop	4 Audit, Risk and Scrutiny Committee (2pm)	5 Planning Development Management Committee (10am) Pre Application Forum (if required) (2pm)	6 Pensions Committee and Board (10.30am)	7
8	9 Elected Member Development Day	10 Staff Governance Committee (2pm)	11 NESTRANS (2PM)	12 Planning Development Management Committee (visits) (if required) (am) Public Protection Committee (2pm)	13	14
15	16 Council (10.30am)	17	18	19	20 SCHOOL TERM ENDS	21
22	23	24	25	26	27	28
29	30	31				

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	17 December 2018
REPORT TITLE	Appointment of Substitute Member to the Board of Visit Aberdeenshire
REPORT NUMBER	GOV/18/304
CHIEF OFFICER	Fraser Bell
REPORT AUTHOR	Martyn Orchard
TERMS OF REFERENCE	Introduction - 6

1. PURPOSE OF REPORT

- 1.1 To seek a nomination to the Visit Aberdeenshire Board for a substitute Aberdeen City Council member.

2. RECOMMENDATION

That Council:-

- 2.1 nominate one substitute member to be appointed to the Visit Aberdeenshire Board as the Aberdeen City Council named substitute.

3. BACKGROUND

- 3.1 Following the meeting of the Urgent Business Committee of 3 July 2017, Councillor Laing was appointed as the Council's representative on the Visit Aberdeenshire Board and continues to act in that capacity.
- 3.2 Visit Aberdeenshire have since advised that any substitute member at their Board meetings has to be a named substitute, as they do not want substitutes to be able to attend informally, or to potentially have different substitutes attending from one meeting to the next.
- 3.3 Visit Aberdeenshire Board meetings take place on a quarterly basis, with the next meeting due to be held on 28 January 2019.
- 3.4 Visit Aberdeenshire therefore seek one nomination for a substitute member; the substitute member will only be able to participate in the absence of the substantive member.

4. FINANCIAL IMPLICATIONS

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

5. LEGAL IMPLICATIONS

5.1 There are no direct legal implications arising from the recommendation of this report; the request is in line with Visit Aberdeenshire's Articles of Association.

6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	None	N/A	N/A
Legal	None	N/A	N/A
Employee	None	N/A	N/A
Customer	None	N/A	N/A
Environment	None	N/A	N/A
Technology	None	N/A	N/A
Reputational	There could be minor reputational damage if the Council did not nominate a substitute member and the substantive member was unable to attend meetings, resulting in the Council not being represented at Board meetings.	L	Nomination of a named substitute to the Board.

7. OUTCOMES

Design Principles of Target Operating Model	
	Impact of Report
Partnerships and Alliances	Membership of the Visit Aberdeenshire Board involves the Council representative working alongside representatives from the public and

	private sectors, including Aberdeenshire Council. Appointment of a substitute member will minimise the likelihood of Aberdeen City Council not being represented at Board meetings and therefore not having a voice in terms of such partnerships and alliances.
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8. IMPACT ASSESSMENTS

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

9. BACKGROUND PAPERS

None.

10. APPENDICES

None.

11. REPORT AUTHOR CONTACT DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	17 December 2018
REPORT TITLE	Treasury Management Policy and Strategy – Mid-Year Review
REPORT NUMBER	RES/18/246
DIRECTOR	Steven Whyte
CHIEF OFFICER	Jonathan Belford
REPORT AUTHOR	Neil Stewart
TERMS OF REFERENCE	4

1. PURPOSE OF REPORT

- 1.1 To update the Council on Treasury Management activities undertaken to date during financial year 2018/19.

2. RECOMMENDATION(S)

That Council:-

- 2.1 Consider and note the Treasury Management activities undertaken in the 2018/19 financial year as detailed in this report; and
- 2.2 Approve the Council's Counterparty list as detailed at Appendix 1.

3. BACKGROUND

3.1 Introduction

The Council approved a Treasury Management policy for the financial years 2018/19 to 2020/21 on 5 March 2018. Part of this policy is to report a year-end review to full Council on Treasury Management activities undertaken during the financial year 2018/19.

- 3.2 Historically, the Council's annual programme of capital investment has been funded by Treasury Management activities, such as additional long-term borrowing. It is a requirement of CIPFA "Code of Practice for Treasury Management in the Public Services" that Treasury Management is carried out in accordance with good professional practice, which this Council does.

3.3 Treasury Management 2018/19

The following is a summary of the significant Treasury Management activities which have been undertaken during financial year 2018/19: -

3.3.1 Long-Term Borrowing

No long-term borrowing has been undertaken so far in this financial year. Two PWLB loans totalling £23.4m matured during the first part of the year. These loans have not yet been replaced. There are no further long-term maturities in this financial year.

3.3.2 There are no plans for any long term borrowing this year, due to funds remaining from the 2016 Bond Issuance. We will monitor this situation throughout the remaining part of the financial year. We remain open to the possibility of undertaking some longer-term borrowing, should market conditions become favourable.

3.3.3 Short-Term Borrowing

Similarly, there has been no requirement for any short term borrowing from other local authorities so far this year. The Council's Loans Fund has an ongoing Temporary Loan from the North East of Scotland Pension Fund. The level of the loan was increased by £60m on a short-term basis, at the Pension Fund's request. This increase has temporarily assisted the Council's short-term cashflow liquidity.

3.3.4 Investments

At the time of writing, the Council has c£120m of Temporary Investments, largely being the remaining proceeds from last year's Bond Issuance. These funds will continue to reduce over the next 6 months or so, as capital programme work progresses.

3.3.5 Money Market Funds

Money Market Funds are AAA rated, short term pooled investment vehicles. They offer security, counterparty diversification and instant access to funds, when required.

3.3.6 The Council operates nine Money Market Fund accounts. These Money Market Fund accounts have greatly assisted the Council in spreading its Counterparty risk while also improving short-term cashflow liquidity.

3.3.7 In October 2018 two of the funds on our list, Aberdeen & Standard Life, were merged into the Aberdeen Liquidity Fund. We are proposing to add the HSBC Liquidity Fund to our list to replace the Standard Life fund.

3.3.8 Counterparty List

The Council, as part of its Treasury Policy, has an approved listing of banks and other financial institutions (the Counterparty list) with which it can undertake short-term money investments. Basically, if the Council has “cash” then the counterparty list determines where officers can invest this cash.

3.3.9 The Council's Counterparty list is compiled using credit rating information supplied by the major credit rating agencies to Link Asset Services, who are the Council's appointed Treasury Management advisors.

3.3.10 In August 2016, the Council approved a refreshed Counterparty List, which added additional capacity for its investments. This capacity was required to invest the influx of funds that would result from the Council's bond issuance. The revised Counterparty list at Appendix 1, effectively scales back that capacity towards regular, 'pre-Bond' levels.

3.3.11 Loans Fund Review

3.3.12 The Council's Treasury Management advisors have been engaged to carry out a review of Loans Fund Charges. The outcome of the review, including any recommendation to change accounting policies, will be reported to City Growth and Resources Committee, through the Quarter 3 Financial Performance Report.

4. FINANCIAL IMPLICATIONS

4.1 Treasury Management activities influence the loans pool interest rates and aims to minimise the cost of borrowing. This directly impacts on costs chargeable to the Council's revenue budgets through the interest rates that are applied to capital financing costs. Whilst the level of borrowing a Council can undertake is now devolved from the Scottish Government to individual Councils, it will still be constrained by the requirement for capital investment to be affordable, sustainable and prudent. The main test of affordability will be whether the capital financing costs can be contained within the revenue budgets.

5. LEGAL IMPLICATIONS

5.1 There are no direct legal implications arising from the recommendations of this report, however it should be noted that the issuance of the Bonds requires the Council to comply with the Market Abuse Regulations, the Disclosure and Transparency Rules, the Listing Rules and ongoing obligations as set out in the London Stock Exchange Admission and Disclosure Standards. The Bond Governance Project Board has oversight on ensuring all governance requirements in relation to the bond issuance are in place.

6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	Loss of deposit in a failed bank or financial institution	L	The Council has strict lending criteria, only financial institutions with the highest credit ratings are included on on the Council's Counterparty list. The list is compiled in conjunction with the Council's Treasury Advisors and is under constant review.

7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
Prosperous Economy	If an active Treasury Management policy is not undertaken and implemented there may be future budgetary implications for the Council through greater than budgeted capital financing costs.

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	Not Required
Privacy Impact Assessment	Not Required
Duty of Due Regard / Fairer Scotland Duty	Not Applicable

9. BACKGROUND PAPERS

- 9.1 CIPFA "Code of Practice for Treasury Management in the Public Services"; Scottish Government "The Investment of Money by Scottish Local Authorities".

10. APPENDICES

10.1 Appendix 1 - Counterparty List

11. REPORT AUTHOR CONTACT DETAILS

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COUNTERPARTY LIST

Deposits up to 12 months

All the banks listed in this category have a suggested duration of 12 months from our treasury advisors, Link Asset Services (LAS) credit rating list – i.e. the highest rated

UK Nationalised and Part Nationalised Banks - £30m limit

The Royal Bank of Scotland Group plc
(includes Royal Bank of Scotland plc, National Westminster Bank plc)
(actual rating overridden by the significant UK Govt. Ownership, i.e. >20%)

UK Banks - £30m limit

HSBC Bank plc – Highest rated UK bank
Lloyds Banking Group (includes Bank of Scotland)

Other Banks - £20m limit

Countries with a minimum of AA+ Sovereign rating and Banks with a suggested duration of 12 months from LAS credit rating list – i.e. the highest rated

Australia - AAA

Australia and New Zealand Banking Group Ltd.
Commonwealth Bank of Australia
National Australia Bank Ltd.
Westpac Banking Corp.

Canada - AAA

Bank of Montreal
Bank of Nova Scotia
Canadian Imperial Bank of Commerce
Royal Bank of Canada
Toronto-Dominion Bank

Finland – AA+

OP Corporate Bank PLC

Germany - AAA

DZ BANK AG Deutsche Zentral- Genossenschaftsbank
Landesbank Hessen-Thüringen Girozentrale
Landesbank Berlin AG

Netherlands - AAA

Cooperatieve Rabobank U.A.
ING Bank N.V.

Singapore - AAA

DBS Bank Ltd.
Oversea-Chinese Banking Corp. Ltd.
United Overseas Bank Ltd

Sweden - AAA

Skandinaviska Enskilda Banken AB (SEB)
Svenska Handelsbanken AB
Swedbank AB

Switzerland - AAA

UBS AG

UK Local Authorities (including Police Authorities) – £20m limit (per authority)

Deposits up to 6 months

UK Banks - £20m limit

Abbey National Treasury Services PLC
Barclays Bank PLC
Close Brothers Ltd
Goldman Sachs International Bank
Handelsbanken PLC
Santander UK PLC
Standard Chartered Bank
Sumitomo Mitsui Banking Corporation Europe Ltd

UK Building Societies - £10m limit

Coventry Building Society
Nationwide Building Society

Deposits up to 3 months

Council's Bankers - £30m limit

Clydesdale Bank plc

UK Building Societies - £10m limit

Leeds Building Society
Skipton Building Society
Yorkshire Building Society

Collective Investment Schemes - £180m total limit

Money Market Funds - £20m limit

Aberdeen Liquidity Fund – Sterling
Blackrock ICS Instit Fund
Deutsche Managed Sterling Fund
Federated Short Term Sterling Prime Fund
Goldman Sachs Sterling Liquid Reserve Fund
HSBC Sterling Liquidity Fund
Insight Liquidity Fund
Morgan Stanley Sterling Liquidity Fund
State Street Global Advisors GBP Liquidity Fund

ABERDEEN CITY COUNCIL

COMMITTEE	Aberdeen City Council
DATE	17.12.18
REPORT TITLE	Fairer Aberdeen Fund Annual Report 2017-18
REPORT NUMBER	CUS/18/301
DIRECTOR	Andy MacDonald
CHIEF OFFICER	Derek McGowan
REPORT AUTHOR	Susan Thoms, Programme Coordinator
TERMS OF REFERENCE	Previous Council decision – 21.6.17

1. PURPOSE OF REPORT

- 1.1 To provide members with the Fairer Aberdeen Fund Annual Report 2017-18.

2. RECOMMENDATION(S)

That Council:

- 2.1 Note the Annual Report for 2017-18, at Appendix 1 and instruct the Director of Customer to report the Council's feedback to the Fairer Aberdeen Board as appropriate.
- 2.2 Note that the Fairer Aberdeen Board has carried out a further Participatory Budgeting event during 2018-19.

3. BACKGROUND

- 3.1 At its meeting of 21st June 2017 the Council agreed that Fairer Aberdeen Annual Reports would continue to be reported to Full Council. This report includes the Annual Report for 2017-18 at Appendix 1.
- 3.2 The Annual Report details how the Fund was used and the impact it had during 2017-18. £1,632,000 was allocated by the Council to the Fairer Aberdeen Fund, to be dispersed by the Fairer Aberdeen Board, to tackle poverty and deprivation in the priority areas of Cummings Park, Middlefield, Northfield, Seaton, Tillydrone, Woodside and Torry, and across the City with vulnerable groups and individuals. A few highlights are summarised here, further detail is available at Appendix 1.

- 3.3 At its meeting of 5th March 2018 Council agreed to request that the Chief Officer - Early Intervention and Community Empowerment ensure that future reports contain a table detailing project spend for each project with an explanation of the impact it has had in terms of the programme. This is available at Appendix 2.
- 3.4 The Fund is dispersed and managed by the Fairer Aberdeen Board, made up of representatives from the identified priority areas, the Civic Forum, the Council, NHS Grampian, Police Scotland and ACVO (Aberdeen Council of Voluntary Organisations). The Board has identified the following priority themes:
- **Maximising Income**
 - **Getting People into Work**
 - **Improving Health and Wellbeing**
 - **Building Stronger Communities**
 - **Increasing Skills and Creativity**
- 3.5 Funding was awarded to 45 projects within the main programme, as well as a Community Support Fund to support community engagement, an Employment Support Fund to support costs associated with getting people back into work, and a Participatory Budgeting event to reduce social isolation in the communities of George Street, Castlehill & Pittodrie and the city centre.
- 3.6 Grants ranged from £200 to £155,000 in value. A total of 27,069 people were involved in, or benefited from, funded initiatives, 4,648 of them were under 16 years old. 971 volunteers contributed 126,500 hours of volunteering time with a value of over £1.9m, more than doubling the value of the Fund.
- 3.7 The **Maximising Income** theme provides access to affordable financial services and products and coordinated provision of quality advice and information services.
- 3.8 Through this theme 21,356 people benefitted from 9 funded initiatives and a total of 324 volunteers contributed 78,934 hours of volunteer time, worth £1.2m.
- 3.9 Over the year 3,196 people received money advice or income maximisation advice, with a total financial gain of £3,484,436, an average of £1,090 per person.
- 3.10 The **Getting People into Work** theme provides access to support and skills needed to return to work, including initial engagement, personal development activity and in work support.
- 3.11 Through this theme 664 people benefitted from 4 funded initiatives and 6 volunteers contributed 300 hours of volunteer time, worth £4,599.
- 3.12 Over the year 280 people moved into work. 180 young people were involved in activities designed to increase their opportunities to move into positive destinations and 95 of them moved onto employment, education or training

- 3.13 The **Improving Health and Wellbeing** theme aims to reduce health inequalities; improve mental health and wellbeing; and increase access to affordable healthy food.
- 3.14 Through this theme 1,053 people benefitted from 11 funded initiatives and a total of 259 volunteers contributed 9,831 hours of volunteer time, worth £150,709.
- 3.15 Over the year 415 tonnes of free food was distributed, 30 families in priority areas were supported to prevent further crisis and family breakdown, and 5 families moved out of Social Work support. 557 people accessed 4,809 sessions of counselling provision in 7 priority areas
- 3.16 The **Building Stronger Communities** theme aims to improve access to services in regeneration areas and support community involvement and participation.
- 3.17 Through this theme 3,409 participants were involved in 14 funded initiatives and 155 volunteers contributed 9,260 hours of volunteer time, worth £141,955.
- 3.18 During the year Community Flats in Cummings Park, Seaton and Tillydrone and Middlefield Youth Flat were funded and used by many organisations to deliver services within the areas. 2,189 people participated in activities and services provided in these facilities.
- 3.19 The **Increasing Skills and Creativity** theme aims to support learning and creative opportunities, improve literacy and encourage volunteering.
- 3.20 Through this theme 1,320 participants were involved in 5 funded initiatives and 212 volunteers contributed 28,475 hours of volunteer time, worth £436,521.
- 3.21 130 people were involved in producing community media, including community magazines in 7 priority areas, 176 young people were involved in producing youth media, 14 of them secured a Saltire Award and 3 moved on to employment, 150 people took part in classes to promote positive parenting and 150 older people were supported to use technology and engage online.
- 3.22 The Fairer Aberdeen Board held another PB (Participatory Budgeting) event in March 2018, covering the George Street, Castlehill & Pittodrie and City Centre areas. The areas chosen reflect the desire of the Fairer Aberdeen Board to allocate funding to neighbourhoods with pockets of deprivation but out with the priority areas that usually receive funding. 21 proposals were received, and £25,000 allocated to 14 projects that received most votes at the public voting event. These included George Street Farmers Market, support to LGBT groups, upgrading of Aberdeen Life Saving Club premises, Community Fridges and a variety of activities for young people.
- 3.23 £25,000 was allocated to a further PB event for 2018-19, which was held in Kincorth during October. 18 proposals were received, and funding awarded to 15 of them, including the Boys Brigade and Scouts for activities for their members, Kincorth Community Centre for equipment for the Centre, Mikey's

Charity for a fundraising event and fun day, Mark Bush Court and Margaret Clyne Court for outings for their residents, TLC Food Bank, Claire Rose for Sensory Stay and Play, and Crafty Lassies.

- 3.24 Voting in the most recent PB event was extended to include sheltered housing complexes to ensure that older and isolated people would be included.
- 3.25 The Fairer Aberdeen Board is currently in the process of aligning the Fairer Aberdeen Fund with the Locality Plans in priority areas to ensure the Fund is supporting the delivery of Locality Plans; to develop the relationship between the Fairer Aberdeen Board and the Locality Partnerships and increase community participation in decision making.
- 3.26 Following consultation with the Fairer Aberdeen Board and Locality Partnerships, it is proposed that Fairer Aberdeen criteria is aligned with the LOIP and Locality Plan themes and community representatives from Locality Partnership be asked to participate in sub groups considering applications for funding and make recommendations to the Fairer Aberdeen Board. The monitoring framework will be aligned to the Locality Plan themes and progress reported to Locality Partnerships twice a year. These proposals will be considered by Community Planning Aberdeen at its meeting in December.

4. FINANCIAL IMPLICATIONS

- 4.1 The Fairer Aberdeen Fund is allocated by Aberdeen City Council and is aimed at tackling poverty and deprivation; supporting partners to work together to tackle area- based and individual poverty; and to help more people access and sustain employment opportunities. Funding supports initiatives and services for the most disadvantaged communities and vulnerable people across the City.
- 4.2 In 2017-18 the Council agreed a sum of £1.63m to be managed by the Fairer Aberdeen Board. The same sum was agreed for 2018-19.

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	Failure to continue to address the needs of Aberdeen's most	L	Supporting people into employment, maximizing people's income, providing

	disadvantaged communities would have a detrimental effect for the individuals and communities involved and potentially increased costs in the long term for public services.		early intervention in relation to education and health is not only a better outcome for individuals but reduces the costs involved in responding to the effects of poverty in the long run.
Legal	No risks identified		
Employee	No risks identified		
Customer	Over 27,000 people benefitted from funded initiatives through the year. Many of the initiatives provide services that are preventative and addressing inequalities within the City, however there is an increasing need for support for people in crisis situations which is also being delivered for some of our most vulnerable citizens.	L	The Fairer Aberdeen programme is a positive example of partnership working, involving communities in decision making, bring a wide range of experience and knowledge to support initiatives that can respond to the needs of vulnerable people.
Environment	No risks identified		
Technology	No risks identified		
Reputational	The public may be unaware of the Fairer Aberdeen Fund and its contributions to the LOIP and Locality Plans may not be clear.	L	The Annual Report will be widely circulated, printed copies will be available in community venues in priority neighbourhoods, for those without IT access. The programme will be aligned with Locality Plan priorities.

7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report

Prosperous Economy	The initiatives and programmes being funded support frontline services that are provided by the Council, Community, Voluntary and other public sector partners with 90% of the fund allocated to voluntary and community organisations. Supporting people into employment, maximising people's income, providing early intervention in relation to education and health is not only a better outcome for individuals but reduces the costs involved in responding to the effects of poverty in the long run.
Prosperous People	The Fairer Aberdeen Fund supports a range of initiatives to support vulnerable people. Many of the services are addressing inequalities within the City and responding to an increasing need for support for people in crisis situations. Fairer Aberdeen initiatives also contribute to the delivery of the Council's Locality Plans, Anti-Poverty Strategy and have an important role in responding to Welfare Reform changes.
Prosperous Place	The Fairer Aberdeen Fund provides services that tackle poverty and contribute to improving wellbeing for the city's most disadvantaged communities and vulnerable individuals. The programme responds to locally identified issues and addresses unemployment, providing financial inclusion services, improving health and literacies and enabling more sustainable and safer communities.

Design Principles of Target Operating Model	
	Impact of Report
Customer Service Design	The Fairer Aberdeen Board supports community decision making based on identified needs, and better outcomes for communities.
Governance	The Fairer Aberdeen Board takes a participatory approach to allocating funding, and supports inclusive decision making.
Partnerships and Alliances	The Fairer Aberdeen Board supports collaboration and partnership working between the Council, Partners and communities.

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	Full EHRIA required

Data Protection Impact Assessment	Not required
Duty of Due Regard / Fairer Scotland Duty	Not applicable

9. BACKGROUND PAPERS

Funded initiatives provide annual monitoring reports which are used to produce the Annual Report.

10. APPENDICES

Appendix 1 – Fairer Aberdeen Annual Report 2017-18
Appendix 2 – Funded Initiatives Impact Measures

11. REPORT AUTHOR CONTACT DETAILS

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Fairer Aberdeen Fund Annual Report 2017-18



FAIRER ABERDEEN PRIORITY THEMES AND KEY ACTIONS

MAXIMISING INCOME

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

GETTING PEOPLE INTO WORK

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

IMPROVING HEALTH & WELLBEING

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

BUILDING STRONGER COMMUNITIES

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

INCREASING SKILLS AND CREATIVITY

Support learning and creative opportunities, improve literacy and encourage volunteering

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27,059

people
supported

£1.6m

invested

45

funded
projects

971

volunteers

126,500

hours of
volunteering
time

£1.94m

value of
volunteering



COMMUNITY ENGAGEMENT



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



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

Regeneration Matters also manage the Community Support Fund on behalf of the Fairer Aberdeen Board, to support communications, training, community capacity building and community involvement in regeneration. Over the year this funded printing and delivery costs for community magazines in 7 of the regeneration areas, community galas, Seaton Pantry, Fersands Community Food Outlet and a Business Breakfast at Bramble Brae School.

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

PARTICIPATORY BUDGETING



£25,000 was allocated to undertake a Participatory Budgeting (PB) process, which is a way for local people to have a direct say in how funds can be used to address local needs.

A steering group was set up to organise the process, made up of community and partner representatives. It was decided to cover the areas of George Street, Castlehill and Pittodrie, and the City centre, as these are areas with pockets of deprivation that don't usually benefit from funding directed at priority neighbourhoods.

21 proposals were presented and then voted on by residents at the voting event in March 2018. Funding was awarded to 14 projects that were most popular.

- Hanover Street Outdoor Adventures (Hanover Street Primary School)
- Connecting Cultures (Hanover Street Primary School)
- Kids in the Kitchen (CFINE)
- Awesome Tech in TX (Digital Maker CIC)
- Common Room Upgrade at Greig Court (Greig Court Tenants Association)
- Youth Activities at Froghall (Froghall Community Centre Association)
- Capoeira Martial Arts and Dance (Froghall Community Centre Association)
- Solidarity Fridges (Claire Delhumeau and Josh Willey)
- Out & About (Four Pillars)
- Grampian T Folk (Four Pillars)
- Girls Club @ Cruyff Court (Active Girls Committee, Active Schools, Sport Aberdeen)
- Improvements to ASLSC Changing Huts (Aberdeen Surf Life Saving Club)
- Replace Doors in Changing Huts (Aberdeen Surf Life Saving Club)
- Farmers Market and May Day Fun Day (Greater George Street Traders Association)

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



The Fairer Aberdeen Fund is allocated by Aberdeen City Council to tackle poverty and deprivation. The Fund is dispersed and managed by the Fairer Aberdeen Board, a sub group of the Community Planning Partnership, made up of representatives from the regeneration areas, the Civic Forum, the Council, NHS Grampian, Police Scotland and ACVO (Aberdeen Council of Voluntary Organisations). In 2017-18 funding of £1,632,000 was made available to support work in regeneration areas and across the City with vulnerable groups and individuals, fitting with the main priorities decided by the Board.

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

Grants ranged from £200 to £155,000 in value. A total of 27,069 people were involved in, or benefited from, funded initiatives, 4,648 of them were under 16 years old. 971 volunteers contributed 126,500 hours of volunteering time with a value of over £1.9m*, more than doubling the value of the Fund.

*Volunteering time is generally valued as the average hourly pay rate in the area, in Aberdeen this was £15.33. (Office of National Statistics, the Annual Survey of Hours and Earnings (ASHE))



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

PRIORITY NEIGHBOURHOODS

- Cummings Park**
- Middlefield**
- Northfield**
- Seaton**
- Tillydrone**
- Torry**
- Woodside**

PRIORITY GROUPS

- People living in poverty**
- Lone parents and families with children**
- Unemployed people**
- Children and young people**
- People with health issues**
- Older people**
- Minority groups with an identified need**



“PB is community empowerment at its best.”

Jenny Laing, Council Leader

U DECIDE

Now is your chance to VOTE for new projects that aim to improve your area!

George Street, Castlehill & Pittodrie and City Centre
Saturday 10 March, Hanover Primary School, 10am.

Funding will be awarded to the projects that get the most votes. Everyone living in the area and aged over 16 years is eligible to vote. (Children under the age of 16 must be accompanied by an adult) Lunch will be provided and successful projects announced on the day.

Registration will start at 10am and close at 10.30am. You cannot vote unless you register so please arrive on time. The event is expected to last approximately 3-4 hours.

Translation and Interpretation available
If you require assistance in any language
Swiadczyzny uslugi tłumaczeni i ustnych
Galma vertimai rasta ir vertimai žodžiu

聯絡口毛譯服務
الرترجة الشفوية و الكتابية متوفرة
Contact Lorraine Geddes on 01724 498167
or email: logeddes@aberdeen.gov.uk

“I really enjoyed finding out about all the things that are going on in my area and to see so many interesting proposals. Great community involvement!”

MAXIMISING INCOME

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

3,196 people received money advice or income maximisation advice, with a total financial gain of **£3,031,494**, an average of **£1,051** per person

6,149 adults and 2,309 juniors saved with credit unions, depositing **£2,517,659** in savings and **3,326** affordable loans totalling **£2,477,052**

480 tonnes of free Fareshare produce distributed, the equivalent of **96,000** food parcels or **988,095** meals

1,612 referrals to the Cash in Your Pocket database, which supports people to access the financial inclusion support they need

3,650 food bank beneficiaries signposted to other agencies for support

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



St Machar Credit Union and North East Scotland Credit Union (NDESCU)

improve access to affordable financial services and products and develop credit union membership, by providing and promoting easy access savings accounts for adults and juniors and low-cost loans within the community.

Over the year they gave out affordable loans of over £2m, meaning over 3,000 people had access to affordable credit, avoiding payday loans or doorstep lending. Over 50 volunteers staffed 12 collection points across the priority areas.

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

Over the year they saw total of 2008 clients, this included 460 home visits, 323 hospital visits and 1225 to their office. The total financial gain was £2,253,216, an average of £1,122 per

person. 10 volunteers contributed 13,200 of volunteer time.

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

Money management help was given to 360 beneficiaries resulting in a total financial gain of £271,905, an average of £755 per person. 32 groups and 157 partner beneficiaries benefited from financial education and resilience training sessions.

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

Over the year 469 clients received money advice and income maximisation advice with a total financial gain of £573,453, an average

of £1,222 per client.

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

Over the year there were 19 new referrals for the service and a financial gain for clients of £69,227, an average of £3,643 per client.

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

415 tonnes of free produce were distributed, and 12,112 food parcels were given out to 5,051 beneficiaries. 2,016 people were referred to other agencies and 360 people accessed financial support. 231 volunteers contributed 55,440 hours of volunteer time.

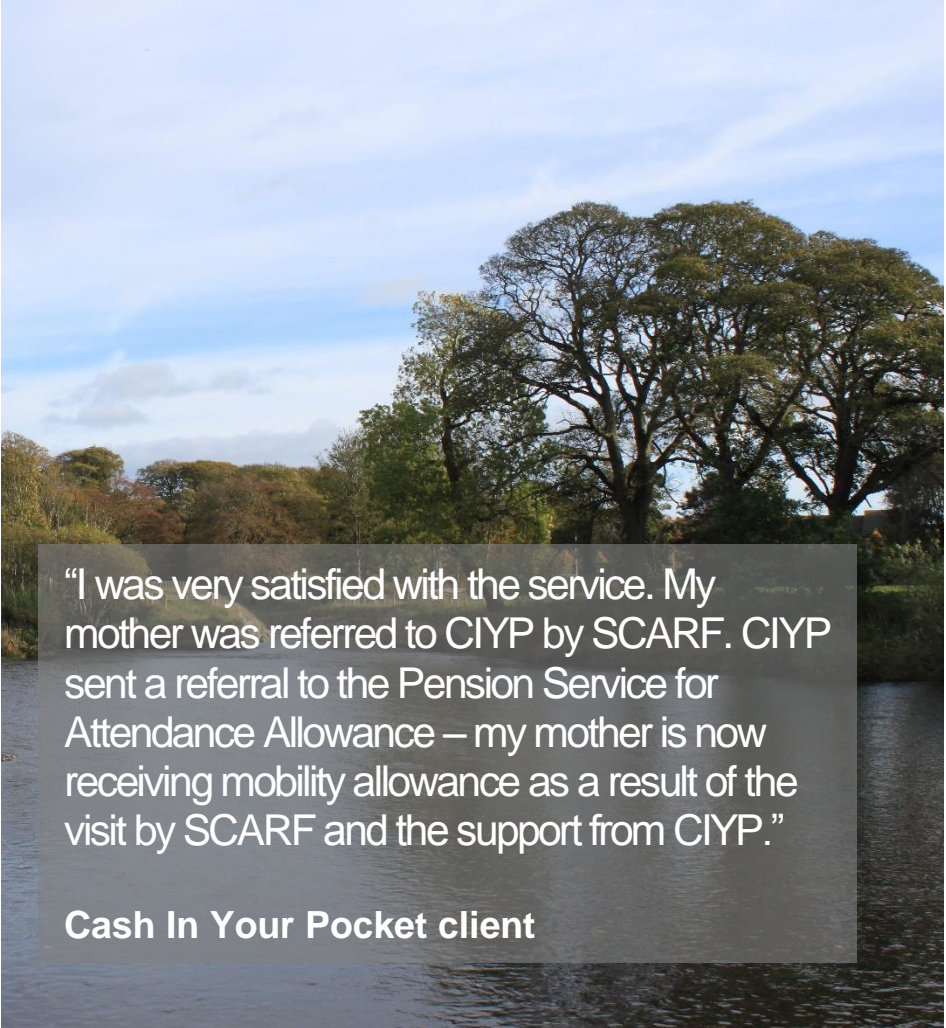
21,356 people benefitted and a total of 324 volunteers contributed 78,934 hours of volunteer time

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

1612 individuals were referred to Cash in Your Pocket and there were 60 organisations involved in dealing with referrals. CIYP attended 16 community events with Network promotional material where 1233 people were engaged. 1531 contacts were made with people in the community and 3400 referral issues were forwarded to partners for action.

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

Over the year 359 households were assisted with income maximisation and charitable funding, achieving a total financial gain of £413,816, an average of £1,152 per household.



“I was very satisfied with the service. My mother was referred to CIYP by SCARF. CIYP sent a referral to the Pension Service for Attendance Allowance – my mother is now receiving mobility allowance as a result of the visit by SCARF and the support from CIYP.”

Cash In Your Pocket client

FINANCIAL CAPABILITY AT THE FOOD BANK

Client S came to CFINE for help with his PIP claim after failing the medical. We are seeing a large demand for help with the appeal process and decisions made by the DWP. He had been suffering from kidney failure for several years and visits the hospital 3 times per week for dialysis. This process plays havoc with his health both physical and mental. He has been a strong active man all his life, working as a labourer and a Merchant Seaman for decades. To become so sedentary in a short space of time was a huge shift in life style.

He does not have a strong command of English and on reading his PIP application it was apparent he has some form of learning disability. This shows the need for people to have support when filling out such forms, the PIP is 50 pages long and complicated.

We appealed the decision and moved towards the tribunal process. This can be difficult for some clients, and S already has a distrust of the system due to his refusal of certain benefits. The date of the tribunal arrives, and I have to convince S to go as he sees it as another waste of time. I calm him down and reassure him to just tell the truth. He is nauseous daily, even more so after the dialysis. He feels weak and cannot do daily tasks without extreme tiredness. He vomits regularly and seems to have some undiagnosed mental health problems.

The judges at the tribunal were very understanding. They did ask a great deal of the client and he was becoming frustrated and angry. His behaviour reflected his mood and at several points I had to talk him down out of his temper. This certainly reflected on the assessment, and his mental health issues were acknowledged immediately by those at the tribunal. They also recognised that his diet is a medical treatment and he needs assistance with this from his wife, who is his carer. He received £3,000 in backdated payments and £80 per week for the next year.

He was delighted and very relieved.

GETTING PEOPLE INTO WORK

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

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

280 people moved into work

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

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

95 young people moved onto employment, education or training



Volunteering can give valuable experience and confidence to enable people to get back into work

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

Pathways moved premises during the year to Powis Community Centre and have now established themselves in the area. They are working closely with St Machar Academy and are hoping to secure funding to support school leavers at risk of not securing a positive destination. They also set up a Job Club (in partnership with Skills Development Scotland) aimed primarily at young people from the Powis area but which is open to everyone. They also started delivering the ESF Progress Through Positive partnerships (PTPP) project which has increased their number of keyworkers

to just over 6 full time equivalent posts. The project is designed to give clients a keyworker who identified training opportunities and refers them on.

425 people received support. Of these 237 moved into work, 177 into full time employment and 60 into part time employment. Weekly drop-ins were delivered in all the regeneration areas, with additional drop-ins arranged in areas identified as needing extra support. Key workers were in each priority area at least twice a week, offering advice and help with job searches and providing laptops to enable people to complete online applications with their support. 6 volunteers contributed 300 volunteer hours.

NESS (North East Sensory Services) Employment Service provides an employment service to blind, visually impaired, deaf or hard of hearing people who live in Aberdeen City. They provide specialist support enabling people to access relevant

employment, education and training opportunities and to sustain opportunities which have already been accessed.

They worked with 59 clients. 6 people moved into work and 26 were sustained in their current jobs. Clients were also involved with training, work placement and volunteering.

shmuTRAIN (Station House Media Unit) offers comprehensive employability support and skills development training to young people aged 14-19, using community & digital media to engage young people, increase motivation and develop core skills such as confidence, communication and team work, and to support young people to move on to a positive destination.

76 young people participated in the programme. 32 of them moved into positive destinations, 6 into work, 19 into further education and 7 into training.

664 people benefitted and 6 volunteers contributed 300 hours of volunteer time

Prince's Trust Team Programme

provides a 12 week personal, social and employability skills development programme for participants aged 16-25 who are disadvantaged, with a high proportion having complex needs including offending behaviour, drug and alcohol issues, behavioural issues, problems with literacy, numeracy, mental health and homelessness.

Over the year 29 people took part in the programme, 4 moved into work and 14 moved into education, training or volunteering.

“It was fantastic, and it really helped me build experience and improve my skills”

“Gave me another path to think about”

“Built up my confidence a lot”

Princes Trust Team participants

“My Keyworker helped me find a job that I enjoy and allows me to spend time with my family. I would have struggled if it were not for Stan and Pathways.”

Pathways client

Social return on investment for every £1 of funding received by Pathways there was a return of £4.67

PATHWAYS



James was made redundant in October 2016 from a major Oil & Gas company after over 22 years of service. James had a break to spend time with family and have a well-earned rest, as he worked off the west coast of Africa for long periods of time. James came to Pathways a year after being made redundant. He was also recovering from triple heart bypass surgery.

James asked for assistance to find employment within Aberdeen city due to working abroad for so many years. We discussed what he would like to do and he agreed to do some voluntary work while looking for employment. We looked at various organisations and charities that would best fit with the type of work he was interested in.

James chose CFINE and after a phone call an interview was arranged. James agreed to a few hours a week driving CFINE's Tuk In delivering street food to various location around the city. James also got involved with the warehouse and assisting with delivering food to various organisations around the city.

After around 6 weeks of volunteering James asked for assistance to apply for a position of Support Worker with SACRO. We both sat and went through the application and expressed how James was suitable for the position. James was invited for an interview.

James secured a full time position with SACRO as a Support Worker assisting residents with learning disabilities to live an independent life.

shmuTRAIN



Teamwork was key to achieving the target but also a challenge, particularly with such a large group with varying abilities. Several topics were suggested, such as football, school dinners and exam tips. The group then split into smaller teams to pursue these topics and again devise questions and decide who to interview. It was a mark of their increased confidence in their ideas and abilities that this process was much quicker and easier than in the first term. Some pupils seemed to really engage and had an excellent list of questions written up and interviews arranged by the end of the first session.

IMPROVING HEALTH AND WELLBEING

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

67 Community Food Outlets operated in local communities, 40 of them in Sheltered Housing complexes, and 415 tonnes of free food was distributed to 138 organisations through FareShare

30 families in regeneration areas were supported to prevent further crisis and family breakdown, and 5 families no longer required Social Work support

557 people accessed 4,809 sessions of counselling provision, 179 of them were under 16 years old, and counselling was provided in 7 priority areas

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

40 vulnerable people took part in recovery programmes based on community involvement, personal development, wellbeing and employability skills



CFINE support Community Food Outlets in priority areas and sheltered housing complexes, providing access to affordable healthy food

Mental Health Aberdeen provides adult counselling in Torry, where 130 Clients accessed the service and 1,083 counselling sessions were provided; and in Calsayseat Surgery, where 140 clients accessed 1,122 counselling sessions. 3 volunteers were involved in delivery of service, contributing 223 hours.

They also run ACIS Youth Counselling, where 179 young people accessed 1661 counselling sessions. ACIS Youth also operates in Torry, where 54 young people accessed 890 counselling sessions in Primary and Secondary schools. 4 volunteers were involved in delivery the service, contributing 348 hours.

Pathways to Wellbeing provides locally based, easily accessible counselling services.

They provided counselling in 7 regeneration areas, 108 people accessed 943 counselling sessions delivered. 7 volunteers contributed 300 hours of volunteering time.

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

30 families in regeneration areas were supported. 30 families reported reduced isolation, 27 reported reduced levels of family conflict or stress, and 5

families no longer required Social Work support. 19 families were supported with financial issues, 3 people moved into work or training and 31 volunteers contributed 1890 volunteering time.

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

Over the year they supported 67 Community Food Outlets, 40 of these in sheltered housing complexes, with a total of £83,000 sales. They provided work experience for 48 people and 180 volunteers were supported.

1,053 people benefitted and a total of 259 volunteers contributed 9,831 hours of volunteer time

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

39 children and young people benefitted from regular use of the youth club, and in actively participating in organising activities. 12 volunteers contributed 1440 hours of volunteering time.

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

22 clients participated the course and 10 secured employment, training or education as a result. 17 volunteers contributed 290 hours of volunteer time

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

Over the year 23 people attended session held 4 times per week. 14 community awareness raising events were held to promote the service and volunteering opportunities. 180 volunteers contributed 6,600 hours of volunteering time

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

82 people accessed 485 sessions and 2 volunteers contributed 40 hours of volunteering time.

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

Over the year they worked with 18 clients at the drop-in service. 12 of them received support with personal development and life skills, 8 took part in activities that enhance physical/mental health and wellbeing, 5 people attended classes to improve their employability skills and 10 were referred to specialist debt and financial support and advisory services.

Two of our children who are twins aged 6 are currently being befriended, both have foetal alcohol syndrome and have their own learning difficulties. One is very demanding and at times can be very disruptive and often takes his anger and frustration out on his brother.

When the boys were offered the chance of coming along to the club in Northfield it was felt by their parents it was not a good idea that both attended. It was agreed that one would attend to give the other some space. Their dad also offered to come along and volunteer while he was there. The young boy has settled in very well and enjoys his time with the other children and his confidence and his ability to engage with the other children has vastly improved.

During a conversation with dad it was suggested that he take the other child along to the club in Woodside, that way both children would get the same opportunity in engaging with other children but at different times. The dad was delighted, and he also agreed to come along and volunteer. Both children are enjoying their separate experiences and at the same time giving them both some 1-1 time at home with their mum. Hopefully in the future both boys will be able to attend the same club, but in the meantime, they are having fun with the new friends they have made.

BEFRIEND A CHILD



“As someone who sometimes suffers with depression and anxiety, I find that the health treatments leave me feeling more positive and help me focus on my physical as well as my mental health. My children have noticed a difference in me.”

BUILDING STRONGER COMMUNITIES

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

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

2,189 people participated in activities and services provided in Community Projects and Flats

12,889 attendances to use facilities in funded Community Flats including phone, computers, making enquiries and getting information

1,701 young people under 16 years old took part in activities

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



Demolition of Middlefield Nursery, which has moved to the new Hub

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

In Cummings Park 30 partner agencies used the Flat to deliver advice and support for a range of issues including employability and financial inclusion. The total number of contacts accessing activities was 1945 and the number of uses of the Flat facilities, including phone, computers and enquiries was 58. The Flat was open for 30 sessions per week and 18 volunteers contributed 2,717 hours.

In Printfield 105 young people aged 5-16 participated in activities in the project and 58 in the After School Club. 16 children under 3 years were registered.

50 people got support with welfare reform issues and 60 volunteers contributed 600 volunteer hours in the Project Management Committee, Printfield Area Forum and Woodside Network.

In Tillydrone 25 agencies used the flat to deliver advice and support services for a range of issues including Health, Education, Employability and Financial Inclusion. There were 3131 recorded uses of the Flat facilities, including use of washing machine, phone and access to computers.

There were 80 Learning Support creche sessions with 37 children attending creche sessions. A total of 537 participants were involved, 59 of them under 16 years old. 62 people were involved in adult learning activities, 4 people were on the Tilly Tattle editorial group and 16 volunteers contributed 750 hours of volunteer work.

In Seaton there were 2,149 attendances at sessions provided by 14 partner agencies. 35 people attended sessions supporting people back into work and 32 people attended sessions aimed at increasing skills and creativity. A total of 409 people attended the flat and 4 volunteers contributed 340 hours of volunteer time.

3,409 participants were involved and 155 volunteers contributed 9,260 hours of volunteer time

Fersands Family Centre Family Support Worker and Twos Group

provides a safe, welcoming and stimulating environment to deliver good quality play and learning experiences to encourage motivation, and enthusiastic learning.

Over the year 38 families received support and 2 parent groups ran weekly. More intensive, long term support was provided to 11 families who have social work involvement.

19 children attended, and 4 pre-nursery groups were held per week. 2 volunteers contributed 192 hours of volunteer time.

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

Over the year 180 young people participated in 1175 sessions at the Youth Flat, as well as 30 outreach sessions, 150 of the were under 16.

80 young people were involved in Under 11s Work, there were 145 club and small group work sessions. 4 volunteers contributed 840 hours of volunteer time.

Fersands Youth Work Support

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

Over the year 98 young people participated, 98 of them under 16 years old. 6 volunteers contributed 478 hours of volunteer time.

Police Scotland Operation Begonia

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

During the year 24 new women were encountered through street work patrols. 4 women were referred to partner agencies and 9 engaging women's files have been closed off as they are now no longer involved in prostitution. There were 944 hours of additional patrol time undertaken. 57 males were stopped, educated or charged regarding kerb crawling offences to try and discourage males from frequenting identified areas.

SHMU Community Reintegration Support Service

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

153 offenders participated in the programme within prison and 39 in the pre-release programme. 45 participants engaged with appropriate support services post release. 29 participants secured a positive destination after release, 18 volunteering in the community, 2 into education, 14 into training and 9 into employment.

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

Aberdeen Lads Club Big Bang Drumming Group

provides percussion workshops for young people, to create a performance band to enhance participants' confidence, self-esteem and social skills.

Choices Relationship Revolution

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

Over the year 880 participants were involved, 135 educational workshops and 125 drop in clubs were held. Around 91% of young people reported being able to identify violent and exploitative relationships and an increased knowledge of existing support services following participation in the workshops.

There were 20 young people trained and supported to volunteer and 470 volunteer hours contributed.

TILLYDRONE COMMUNITY FLAT



The volume of individuals accessing the flat for support with social security issues has increased dramatically over the last couple of years, and now occupies the majority of the Senior Support Worker's working day. The introduction of Universal Credit is proving challenging and several service users have required assistance and support ensuring that the correct payments are made. Our Senior Support Worker has provided invaluable support to many service users at ESA/medical interviews, often under very stressful circumstances, helping many get their benefits reinstated.

INCREASING SKILLS AND CREATIVITY

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

130 people were involved in producing community media, including 21 editions of community magazines in 7 regeneration areas, and weekly community radio programmes

176 young people were involved in producing youth media, 14 of them secured a Saltire Award and 7 moved on to employment or education

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

150 older people were supported to use technology and engage online and 188 learning sessions were delivered

247 young people under 16 years old took part in activities

St Machar Parent Support Project provides opportunities for families to enjoy activities together



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

35 volunteers were supported to produce community magazines 3 times a year in 7 regeneration areas.

In all 201 organisations worked in partnership with SHMU over the year and a total of 708 participants were involved, 60 of them under 16 years old. 130 volunteers contributed 18,352 hours of volunteer time.

St Machar Parent Support Project Positive Lifestyles provides support to young parents, helping them identify issues and to engage with the relevant

agencies before they reach crisis point, preventing future long term need for statutory services.

150 people participated in the programme and 98 parents were referred on to relevant agencies for further support. 15 people received help with CVs and interviews. 25 people took up volunteering opportunities and 48 people were supported to claim grants totalling £10,000. 23 young people under the age of 16 were indirectly helped by the support provided to their parents.

1,320 participants were involved and 212 volunteers contributed 28,475 hours of volunteer time

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

A total of 176 young people participated, 164 of them under 16 years old.

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

150 people registered as new learners in the City Centre. 188 sessions were offered, and 39 volunteers contributed 2,482 hours of volunteer time.

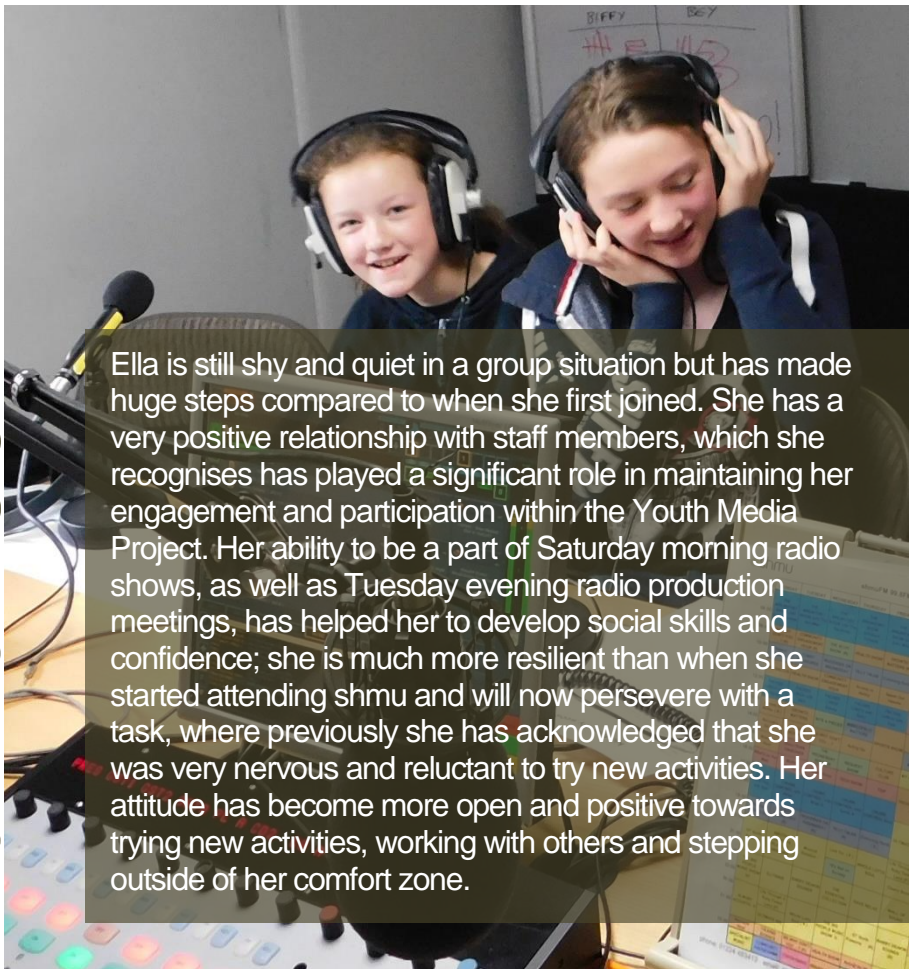
WEA Reach Out provides literacy opportunities for non-traditional learners, which are accessible and inclusive and appropriate to learner needs, offering flexible literacy programmes and routes to volunteering and employment.

136 people took part in 38 Skills Programme courses provided, 7 moved into employment and 13 progressed onto further training. 7 volunteers contributed 229 hours of volunteering.

“Reach Out has been great for her and her confidence levels rose quite quickly. She joined the Employability course and is now back to work. She still likes to stay engaged with the project and occasionally joins us on the walking group, so she can stay in touch with her new friends.”

WEA Reach Out

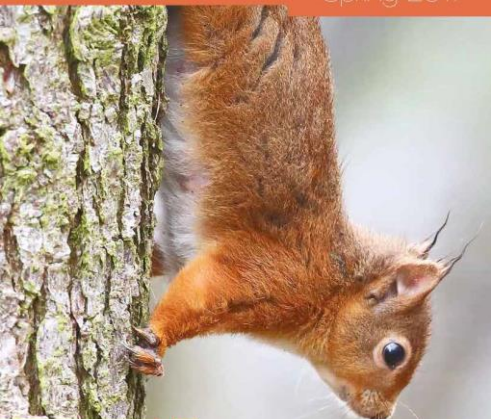
shmu YOUTH MEDIA



Ella is still shy and quiet in a group situation but has made huge steps compared to when she first joined. She has a very positive relationship with staff members, which she recognises has played a significant role in maintaining her engagement and participation within the Youth Media Project. Her ability to be a part of Saturday morning radio shows, as well as Tuesday evening radio production meetings, has helped her to develop social skills and confidence; she is much more resilient than when she started attending shmu and will now persevere with a task, where previously she has acknowledged that she was very nervous and reluctant to try new activities. Her attitude has become more open and positive towards trying new activities, working with others and stepping outside of her comfort zone.

COMMUNITY NEWSLETTERS

seatonscene
Spring 2017



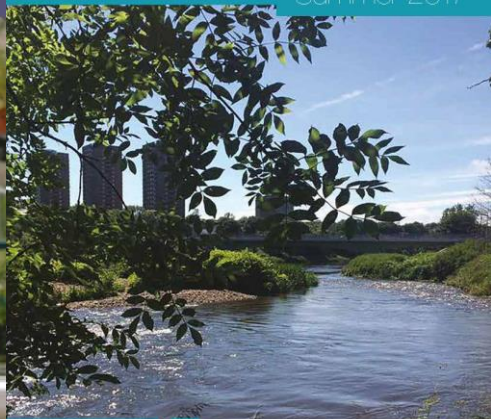
In this issue:
SEATON NETWORK
MAYFEST
FRIENDS OF SEATON PARK
SUMMER READING
CHALLENGE
www.shmu.org.uk/press

cummingnorth
Summer 2017



In this issue:
CUMMINGS PARK
COMMUNITY FLAT
GROWING UP
IN NORTHFIELD
ABERDEEN TREASURE HUB
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TillyTattle
Summer 2017



In this issue:
TILLYDRONE VISION
LOCALITY PLANNING
TILLYDRONE
COMMUNITY HUB
www.shmu.org.uk/press



*Thank you to all the participants,
staff and volunteers who have
contributed to this report and to
the Fairer Aberdeen programme
over the year.*

Fairer Aberdeen Programme 2017-18

Funded initiatives

Maximising Income	Organisation	£
Care and Repair Funding Officer	Care and Repair	29,768
CAB Money Advice Outreach Project	Citizens Advice Bureau	82,206
Cash In Your Pocket Team	CFINE	99,973
NESCU Credit Union Access Project	North East Scotland Credit Union	41,410
St Machar Credit Union	St Machar Credit Union	56,000
Aberdeen Illness and Disability Advice Service	AIDAS	32,929
Food Poverty Action Aberdeen	CFINE	58,261
Financial Capability at the Foodbank	CFINE	21,032
SMART Money Management for Women	ACC, CH&I	17,230
Getting People into Work		
Princes Trust Team Programme	Aberdeen Foyer	13,000
NESS Employment Service	North East Sensory Services	23,477
Pathways	Pathways	154,883
SHMU Train Initiative	Station House Media Unit	34,340
Support Fund	Pathways	20,000
Improving Health and Wellbeing		
Seaton Support for Rehab/Recovery	ACC, Locality 3	25,706
Street Alternatives	Aberdeen Cyrenians	25,503
Community Food Development Project	CFINE	20,402
Home-Start	Home-Start Aberdeen	31,014
ACIS Youth Counselling	Mental Health Aberdeen	69,596
Calsayseat Counselling	Mental Health Aberdeen	33,734
Torry Adult Counselling	Mental Health Aberdeen	31,108
Pathways to Wellbeing	Pathways	63,914
Feel Good Project	Printfield Community Project	2,880
Health & Well Being Project	Tillydrone Community Flat	8,640
Foyer Reach	Aberdeen Foyer	11,000
Befriend a Child Youth Clubs	Befriend A Child	11,686
Building Stronger, Safer Communities		
Cummings Park Community Flat	Cummings Park Flat M/C	20,110
Big Bang Drumming Group	Aberdeen Lads Club	3,750
Operation Begonia	Scottish Police Authority	27,000
Middlefield Under 11s and Volunteer Work	Middlefield Community Project	9,539
Middlefield Youth Flat	Middlefield Community Project	45,000
STAR Community Flat	Langstane Housing Association	34,597
ACT Attack	St George's Church	2,000
Tillydrone Community Flat	Tillydrone Community Flat	49,985
Relationship Revolution	Choices Aberdeen	26,390
Family Support Worker	Fersands Family Centre	2,200
Youth Work Support	Fersands Community Project	3,500
Twos Group	Fersands Family Centre	3,500
Printfield Community Project	Printfield Community Project	24,466
Community Reintegration Support Service	Station House Media Unit	25,250
Increasing Skills and Creativity		
Silver City Surfers	Silver City Surfers	12,763
Community Media	Station House Media Unit	68,347
Youth Media	Station House Media Unit	15,302
Positive Lifestyles	St Machar Parent Support Project	34,004
Reach Out (WEA)	WEA	31,140

Funded initiatives – impact measures

Maximising Income	
INDICATOR	Achieved 17-18
Care and Repair Funding Officer	£29,768
Number of households assisted for income maximisation and charitable funding	359
Total client financial gain - Income Maximisation	413,816
Total client financial gain - Charitable Funding	71,526
Number of households assisted receiving assistance with repairs/improvements/adaptations or home furnishings and/or handyman services - in Regeneration areas	851
Number of households assisted suffering from some form of disability - in regeneration areas	638
Number of households assisted with security or safety issues - in regeneration areas	217
Total number of households involved	930
Total number of participants involved	1068
Number of participants aged under 16 years	15
Number of volunteers involved	18
Number of volunteer hours contributed	1994
CAB Money Advice Outreach Project	£82,206
Number of clients receiving money advice	155
Number of clients receiving income maximisation advice	314
Number of home visits	20
Number of community appointments	1306
Total client financial gain	573,453
Total client financial gain - money advice/debt counselling	284,632
Total client financial gain - income maximisation	286,320
Total financial gain per head	1151.51
Total number of participants involved	498
Number of participants aged under 16 years	0
Number of volunteers involved	0
Number of volunteer hours contributed	0
Cash In Your Pocket Partnership (CIYPP) Team	£99,973
Participant contacts received resulting in onward/internal referral	1,612
Number of occasions verbal/written information provided moving towards resolution	259
Number of progress updates requested by client/representative	217
Number of referral issues forwarded to partners for action	3,400
Number of referrals forwarded on same day (or when all info available)	91%
Number of organisations accepting referrals from CIYP	60
% of people reporting satisfaction with referral process (sample of 50)	98%
Number of organisations expressing satisfaction with referral system	20
Community	
Number of community events attended with Network promotional material	16
Number of CIYPN organised information/awareness sessions	64
Number of people engaging with CIYPP information/awareness sessions	1,233
Number of other community promotional/development meetings	33
Number of people in communities reporting they are more likely to use or recommend routes to help (sample of 50)	94%
Network	
Number of organisations actively engaged with CIYP Network	65
Number of attendees expressing satisfaction with Network meetings (sample of 30)	n/a
Number of CIYP attendances at meetings/events of relevant organisations	31
Number of promotional/awareness presentations to organisations	21
Number of attendees at promotional/awareness presentations	190

Number of orgs/professionals reporting they are more likely to use or recommend routes to help (sample of 20)	90%
Number of issues of information bulletins produced	6
Total number of participants involved (1+2+12)	3,104
Number of participants aged under 16 years	0
Number of volunteers involved	0
Number of volunteer hours contributed	0
NESCU Credit Union Access Project	£41,410
Number of adult credit union savers	2942
Number of junior credit union savers	835
Total savings deposited	1,113,259
Number of affordable loans provided	584
Total amount of affordable loans provided	887,237
Number of community collection points	5
Number of school collection points	6
Number of credit union volunteers	56
Number of onward referrals to other Cash In Your Pocket partners	0
Total number of participants involved	3,777
Number of participants aged under 16 years	835
Number of volunteers involved	56
Number of volunteer hours contributed	4,200
St Machar Credit Union	£56,000
Number of adult savers	3207
Number of junior savers (those aged under 16)	1474
Total savings deposited (both adult and juniors)	1,404,400
Number of affordable loans provided	2742
Total amount of affordable loans provided	1,589,815
Number of community collection points	7
Number of school collection points	2
Number of volunteers	9
Number of onward referrals to other Cash In Your Pocket partners	101
Number of Prepaid Maestro cards	285
Number of junior savers going on to open adult accounts	18
Total number of participants involved	4581
Number of participants aged under 16 years	1474
Number of volunteers involved	9
Number of volunteer hours contributed	4100
Aberdeen Illness and Disability Advice Service	£32,929
Total number of clients seen	2008
Number of new referrals	2008
Total client financial gain	2,253,217
Total financial gain per head	1122
Financial gains from benefit claims	1,872,787
Financial gains from appeals	372,218
Financial gains from grants	8210
Financial gains from bankruptcies	n/a
Number of home visits	460
Number of hospital visits	323
Number of office consultancies	1225
Number of mandatory reconsiderations submitted to DWP	359
Number of mandatory reconsiderations successful	93
Number of clients from Regeneration and priority neighbourhoods	1509
Mandatory reconsiderations	359
Number of appeals undertaken	198
Number of tribunals undertaken	143

Total number of participants involved	2008
Number of participants aged under 16 years	61
Number of volunteers involved	10
Number of volunteer hours contributed	13,200
Food Poverty Action Aberdeen	£58,261
Total quantity of free produce received by CFINE in tonnes	415
Quantity of produce generated through FareShare	371
Quantity of produce generated through food drives	44
Amount of free produce distributed to partners	313
Amount of free produce distributed through CFINE food bank	163
Number of meals provided (equivalent based on 420g per meal, measure used by FareShare)	988,095
Modest value of food generated (based on 1kg = £3)	1,245,000
Number of 5kg food parcels distributed directly to beneficiaries by CFINE Food Bank	12,112
Number of CFINE Food Bank beneficiaries	5,051
Tonnes of carbon emissions saved	1743
Number of Food Poverty Action Aberdeen members	65
Number of Food Poverty Action Aberdeen meetings held	4
Number of Food Poverty Action Aberdeen executive group meetings held	3
Number of editions of Food Poverty Action Aberdeen newsletters produced	0
Number of CFINE beneficiaries signposted to other agencies	3,650
Number of CFINE beneficiaries referred to other agencies	2,016
Number of CFINE beneficiaries accessing financial support	360
Number of CFINE beneficiaries accessing employment support	165
Number of jobs created connected to food bank function	4
Number of volunteers	231
Number of work placements for adults with learning difficulties/mental health issues	33
Number attending courses e.g. financial capability, health and hygiene, cooking on a budget	517
Tonnes of food distributed in regen areas /regeneration residents	380
Number of beneficiaries from regen areas using CFINE food bank	4,040
Total number of participants involved (8+10+19)	5803
Number of participants aged under 16 years	0
Number of volunteers involved	231
Number of volunteer hours contributed	55,440
Financial Capability at the Foodbank	£21,032
Money management referrals	360
Money management help given to CFINE beneficiaries	69
Money management help given to partners' beneficiaries	54
Financial education and resilience training sessions provided in and to groups (at least 5 per group)	30
Total financial gain	103,197
Number of groups session held	30
Number of people attending group sessions	100
Number of people referred to other organisations	111
Number of people referred to CIYP	16
Number of people referred to Pathways	12
Total Financial gain	271,905
Number of individuals benefitting from financial gain	61
Total number of participants	517
Number of participants aged under 16 years (if applicable)	0
Number of volunteers who will take part	0
Number of volunteer hours contributed	0
SMART Money management for Women	£17,230
Number of new referrals to service	19
Engagement levels - number of referrals taking up support	89%
Number of benefits issues dealt with	36
Number of debt advice issues dealt with	6

Number of budgeting issues dealt with	4
Number of other issues dealt with	2
Financial gain for the clients	69,227
Joint training sessions between SMART and GWA	0
Total number of participants	0
Number of participants aged under 16 years (if applicable)	0
Number of volunteers who will take part in delivery of service	0
Number of volunteer hours contributed	0
Getting People into Work	
INDICATOR	Achieved 17-18
Princes Trust Team Programme	£13,000
Number of participants progressing to employment, training education or volunteering	18
Number of people moving into work	4
Number of entrants achieving SQA units	17
Number of entrants achieving Food Hygiene certificate	19
Number of entrants achieving First Aid certificates	21
Number retained on the programme	17
Number of completers taking part in final presentation	17
Number of participants taking part in community project	21
Number of participants taking part in team challenge	16
Total number of participants involved	29
Number of participants aged under 16 years	
Number of volunteers involved	
Number of volunteer hours contributed	
NESS Employment Service	£23,477
Number of people engaged and registered with the service	59
Number of people moving into work	6
Number of people in work receiving support to retain work or look at alternative options	26
Number of young people in transition from YPP to Employment Service	1
Number of people moving onto education and training	23
Number of people taking up work placement and volunteering opportunities	9
Total number of participants involved	59
Number of participants aged under 16 years	1
Number of volunteers involved	0
Number of volunteer hours contributed	0
Pathways	£154,883
Numbers case loaded by Keyworkers to receive support	425
Number of people moving into work	237
Number of people accessing the Support Fund	130
Number of weekly Access Centre provision in regeneration areas	21
% of clients registered on Meganexus	100%
% of clients offered in-work support	100%
% of clients receiving 6-month follow-up contact	100%
Total number of participants involved	425
Number of participants aged under 16 years	0
Number of volunteers involved	6
Number of volunteer hours contributed	300
shmuTRAIN Initiative	£34,340
shmuTRAIN Early Interventions (14-16 years)	

Total number of young people (Senior Phase) participating	76
Number of young people securing Positive Destinations:	32
Employment	6
Education	19
Training	7
<i>Number of young people achieving Progression Milestones:</i>	31
Number of participants securing interview for work	9
Number of participants securing interview for College	20
Number of participants securing an SQA	19
Number of SQA's achieved	50
<i>Soft Outcomes:</i>	
Number of participants showing increased commitment to lifelong learning	31
Number of participants showing raised level of academic achievement	19
Number of participants showing improved communication skills	31
Number of participants showing improved readiness for work	31
shmuTRAIN Positive Transitions (17-19 years)	
Number of young people (16-19) participating in Positive Transitions 12-week course	75
Number of young people securing Positive Destinations:	45
Employment	27
Education	11
Training	7
<i>Progression Milestones:</i>	
Number of participants securing an SQA	32
Number of SQA's achieved	59
Number of young people moving into volunteering	0
Number of young people securing an interview for work	27
Number of young people securing an interview for college	8
<i>Soft Outcomes:</i>	
Number of participants showing increased commitment to lifelong learning	74
Number of participants showing raised level of academic achievement	51
Number of participants showing improved communication skills	74
Number of participants showing improved readiness for work	74
Total number of participants involved	151
Number of participants aged under 16 years	66
Number of volunteers involved	0
Number of volunteer hours contributed	0
Improving Health and Wellbeing	
INDICATOR	Achieved 17-18
Seaton Support for Rehab/Recovery	£25,706
Number of new and existing clients using the drop in service and support on a regular basis	18
Number of people participating in activities that enhance physical/mental health and wellbeing	8
Number of people attending classes to improve employability skills	5
Number of people receiving support with personal development and life skills	12
Number of referrals to specialist debt and financial support and advisory services	9
Total number of participants involved	18
Number of participants aged under 16 years	0
Number of volunteers involved	0
Number of volunteer hours contributed	0

Aberdeen Cyrenians Street Alternatives	£25,503
Number of Service Users attending sessions	23
Number of Street Alternative sessions provided	4
Number of weekly sessions attended by the Advice & Information worker	4
Number of community awareness raising events held to promote the service & volunteering opportunities	14
Number of ex and/or current service users volunteering with the organisation	3
Number of service user involvement events held	15
Total number of participants involved	20
Number of participants aged under 16 years	0
Number of volunteers involved	180
Number of volunteer hours contributed	6600
Community Food Development Project	£20,402
Number of operational CFOs	67
Number of CFOs in sheltered housing complexes	40
Number of information items distributed to beneficiaries	80
Number of free fruit tastings	20
Number of CFOs developed into Community Shoppies	0
Amount of sales in CFOs	83,000
Amount of Enterprise sales	303,00
Amount of FareShare distributed over the year in tonnes	415
Number of organisations receiving FareShare	138
Number of people on work experience placement	48
Number of volunteers supported	180
Number of volunteers receiving basic manual handling and health and hygiene training	60
Total number of participants involved	53,831
Number of participants aged under 16 years	4,480
Number of volunteers involved	180
Number of volunteer hours contributed	43,200
Home-Start	£31,014
Number of families supported in Regeneration areas	30
Number of families reporting reduced isolation	30
Number of families no longer needing Social Work support	5
Number of people reporting reduced levels of family conflict or stress	27
Number of families participating in 'Recipe for Life' health development project	13
Number of families with increased access to local services	26
Number of children accessing play and learning opportunities	29
Number of families supported with financial issues	19
Number of people moving into training	3
Number of people moving into volunteering	2
Number of volunteers supporting the project.	31
Number of volunteer hours undertaken	1890
Number of training events provided for volunteers	10
Total number of participants involved	100
Number of participants aged under 16 years	50
Number of volunteers involved	31
Number of volunteer hours contributed	1890
ACIS Youth Counselling	£69,596
Number of counselling sessions provided	1661

Number of clients aged 12-18 accessing the service	179
Number of volunteers involved	4
ACIS Youth Torry	
Number of clients aged 5-11 accessing the service (Torry primary schools only)	30
Number of clients aged 8 to 16 accessing the service	24
Number of counselling sessions provided	890
Number of meetings with referring agencies	114
Number of meetings with appropriate carers of young person at primary schools	210
Total number of participants involved	179
Number of participants aged under 16 years	223
Number of volunteers involved	4
Number of volunteer hours contributed	348
Calsayseat Counselling	£33,734
Number of clients who take part in counselling	140
Number of counselling sessions provided	1122
% of clients showing a decrease score in their HAD scales (Hospital / Anxiety-Depression monitoring forms	61%
Total number of participants involved	140
Number of participants aged under 16 years	0
Number of volunteers involved	3
Number of volunteer hours contributed	223
Torry Adult Counselling	£31,108
Number of Adult clients accessing the service and completing a course of counselling therapy	130
Number of counselling sessions provided for adults	1083
Number of volunteer hours contributed	278
Number of clients referred to Pathways, Foyer, Job Centre, Further education/ training	9
Number of meetings with referring agencies/GPs at Torry	15
Total number of participants involved	165
Number of participants aged under 16 years	0
Number of volunteers involved	3
Number of volunteer hours contributed	
Pathways to Wellbeing	£63,914
Number of regeneration areas where counselling is provided	7
Number of people accessing counselling service	108
Number of counselling sessions delivered	943
Total number of participants involved	108
Number of participants aged under 16 years	0
Number of volunteers involved	7
Number of volunteer hours contributed	300
Printfield Feel Good Project	£2,880
Number of therapy sessions provided	90
Total number of participants involved	24
Number of participants aged under 16 years	0
Number of volunteers involved	0
Number of volunteer hours contributed	0
Tillydrone Health & Well Being Project	£8,640
Number of treatments provided	395
Total number of participants involved	58
Number of participants aged under 16 years	3

Number of volunteers involved	2
Number of volunteer hours contributed	40
Foyer REACH	£11,000
Number of clients participating in 'budgeting' sessions during 'Personal Development' weeks of the course	16
Number of clients securing employment, training and/or education as a result of the course	10
Number of clients participating in mental health and wellbeing activities during 'Personal Development' weeks of the course.	16
Number of clients participating in the Community Project and Community Challenge	16
Number of clients achieving recognised training certificates and/or qualifications	14
Total number of participants involved	22
Number of participants aged under 16 years	0
Number of volunteers involved	17
Number of volunteer hours contributed	290
Befriend A Child	£11,686
Number of children and young people attending the youth clubs on a regular basis	39
Number of young people suggesting topics for and taking part in youth information sessions	22
Number of young people actively participating in organising activities	39
Number of volunteer Youth Workers and volunteer drivers recruited through advertising in local community centres in the regeneration areas	2
Proportion of children and young people from all regeneration areas attending the youth clubs	39
Total number of participants involved	39
Number of participants aged under 16 years	39
Number of volunteers involved	12
Number of volunteer hours contributed	140
Building Stronger, Safer Communities	
INDICATOR	Achieved 17-18
Cummings Park Community Flat	£20,110
Number of management committee meetings	8
Number of management committee members	14
Number of management committee training events	4
Number of activities led by the management committee	544
Number of contacts accessing flat led activities	1945
Number of individual contacts accessing flat led activities	298
Number of uses of Flat facilities - enquiries, phone, use of computers	58
Number of partners/agencies delivering services from Cummings Park Community Flat.	30
Number of Northfield Learning Partnership meetings attended	0
Number of individuals referred to partner agencies by volunteers	200
Number of contacts accessing the drop-in sessions facilitated by partners	219
Total number of youth work contacts	12
Total number of individual young people involved in youth work	8
Total number of adult learning contacts	399
Total number of individual adult learners	149
Number of sessions per week the Community Flat is open	30
Number of volunteers supporting the Flat's activities	18
Number of volunteer hours undertaken in the Flat	2717
Number of people on the Cumming North editorial group	4
Total number of participants involved	517

Number of participants aged under 16 years	174
Number of volunteers involved	18
Number of volunteer hours contributed	2717
Operation Begonia	£27,000
Number of new women encountered - on street	24
Number of new referrals to partner agencies - on street	4
Number of questionnaires completed - on street	9
Number of consent forms signed - on street	14
Number of panic alarms issued - on street	0
Number of patrol hours	944
Number of men dealt with by Police for 'kerb crawling' offences	57
Number of calls to the Police regarding properties which are being used by women for the purposes of off-street sex work	41
Total number of participants involved	80
Number of participants aged under 16 years	0
Number of volunteers involved	0
Number of volunteer hours contributed	0
Middlefield Supporting Volunteers and Under 11s work	£9,539
Number of volunteers attending clubs	4
Number of training events for volunteers	2
Number of volunteers moving on	2
Number of new volunteers	1
Number of primary 1-2s sessions	37
Number of primary 3-4s sessions	38
Number of primary 5-6s sessions	38
Number of P4-6 club sessions	22
Number of small group work sessions	10
Small outdoor group	0
Number of children attending clubs	67
Total number of participants involved	80
Number of participants aged under 16 years	80
Number of volunteers involved	4
Number of volunteer hours contributed	840
Middlefield Youth Flat	£45,000
Number of days the Youth Flat is open	235
Number of sessions run in the Youth flat	1175
Numbers of young people using the Youth Flat	180
Number of day trips organised for young people	20
Number of residential trips organised for young people	1
Number of young people with individual learning plans	45
Number of young people in work or training	5
Number of Youth Committees meetings held	6
Number of outreach sessions	30
Total number of participants involved	180
Number of participants aged under 16 years	150
Number of volunteers involved	0
Number of volunteer hours contributed	480
STAR Flat	£34,597
Number of agencies using the Flat.	14

Number of attendances at agencies	2,149
Number of uses of flat facilities	739
Number of uses of Information and advice provision	336
Number of members on STAR Management Committee	3
Number of STAR Management Committee meetings and training sessions held	4
Number of members and organisation reps on STAR Flat Management Committee	3
Number of STAR Flat Management Committee meetings and training sessions held	4
Number of STAR members	20
Number of sessions (group or individual) supporting getting people back to work	72
Number of attendances at sessions supporting getting people back to work	440
Number of people involved in sessions supporting getting people back to work	35
Number of Credit Union branch openings held	49
Number of attendances (pay ins) at Credit Union	543
Number of sessions aimed at increasing skills and creativity	120
Number of attendances at sessions aimed at increasing skills and creativity	340
Number of people involved in sessions aimed at increasing skills and creativity	32
Number of uses of services and activities that support improving mental health, wellbeing and diet	1,665
Number of sessions in the Chill Out room	757
Number of attendances at sessions in the Chill Out Room	680
Total number of participants involved	409
Number of participants aged under 16 years	15
Number of volunteers involved	4
Number of volunteer hours contributed	340
ACT Attack	£2,000
Average weekly attendance at classes	40
Attendance at Easter Holiday Club	12
Total number of participants involved	52
Number of participants aged under 16 years	52
Number of volunteers involved	7
Number of volunteer hours contributed	80
Tillydrone Community Flat	£49,985
Number of uses of flat facilities – washing machine, phone, access to computers	3131
Number of Learning support crèche sessions	80
Number of Drop in crèche sessions	156
Number of children attending crèche sessions	37
Number of agencies using the Flat to deliver advice and support services for a range of issues including Health, Education. Employability and Financial Inclusion	25
Number of locals/members on the Committee	8
Number of Management Committee meetings and training sessions occurring	21
Number of people on the Tilly Tattle editorial group	4
Number of reps from the Flat attending Tillydrone Network meetings	1
Number of attendances at Learning opportunities	452
Number of adults involved in Adult Learning Activities	62
Number of volunteers supporting the service	16
Number of people attending for support with welfare reform issues	143
Total number of participants involved	537
Number of participants aged under 16 years	59
Number of volunteers involved	16
Number of volunteer hours contributed	750

Choices Relationship Revolution	£26,390
Number of educational workshops delivered	136
Number of drop-in clubs delivered	125
Number of young people consistently engaged in focus group.	12
Number of young people accessing counselling for 3+ sessions	30
Young people reporting increased knowledge of existing support services	90%
Percentage of young people attending counselling having a reduced YP CORE score	90%
Percentage of participants able to identify violent and exploitative relationships	91%
Number of Promoting Positive Communication groups for young people and a significant adult	4
Number of Empathy workshops for practitioners	4
Total number of participants involved	880
Number of participants aged under 16 years	869
Number of young people trained and supported to volunteer	20
Number of volunteer hours contributed	470
Fersands Family Support Worker	£2,200
Number of Parent groups running weekly	2
Number of parents attending groups	15
Families requiring intensive support	11
Families receiving support	38
Total number of participants involved	42
Number of participants aged under 16 years	0
Number of volunteers involved	0
Number of volunteer hours contributed	0
Fersands Youth Work Support	£3,500
Total number of participants involved	98
Number of participants aged under 16 years	98
Number of volunteers involved	6
Number of volunteer hours contributed	478
Fersands Twos Group	£3,500
Number of pre-nursery groups per week	1
Number of children attending	19
Number of families in contact with	19
Number of groups meeting	4
Total number of participants involved	25
Number of participants aged under 16 years	25
Number of volunteers involved	2
Number of volunteer hours contributed	192
Printfield Community Project	£24,466
Number of children and young people aged 5-16 participating	105
Number of children under 3 yrs registered	16
Number of children registered at After School Club	58
Number of volunteers involved in Printfield Community Project Management Committee, Printfield Area Forum and Woodside Network	60
Number of Woodside Network meetings supported	6
Number of Adult Learners involved in courses	6
Number of Adult Learning Courses provided	0
Number of people getting support with welfare reform issues	50
Total number of participants involved	301
Number of participants aged under 16 years	179

Number of volunteers involved	60
Number of volunteer hours contributed	600
Community Reintegration Support Service (SHMU)	£25,250
Total number of offenders participating in programme in prison	153
Number participating in the programme pre-release	39
Total number of offenders participating in programme in the community	45
Number of participants who engage with appropriate support services post release	45
Number of participants engaging in activities within the community	30
Number of participants securing a positive destination:	29
Volunteering	18
Education	2
Training	14
Employment	9
Number of participants reducing their offending behaviour	40
Number of volunteer hours contributed (pre-release)	1709
Number of volunteer hours contributed (post release)	604
Increasing Skills and Creativity	
INDICATOR	Achieved 17-18
Silver City Surfers	£12,763
Number of people registering as new learners in City Centre	150
Average number of people coming to each session in City Centre	10
Number of sessions offered.	188
Number of new volunteers	9
Total number of participants involved	150
Number of participants aged under 16 years	0
Number of volunteers involved	39
Number of volunteer hours contributed	2482
Connecting Communities Thru Community Media	£68,347
Number of active volunteers supported to produce radio programmes	95
Number of hour-long weekly Community radio shows broadcast	6
Number of weekly issue-based radio shows produced and broadcast	26
Number of weekly 'What's On' news feature collated and broadcast	25
Number of volunteers supported to produce community magazines	35
Number of magazines produced and distributed	19
Number of editorial teams supported and meeting regularly	6
Number of Editorial Team meetings supported	85
Number of Joint Editorial Team meetings supported	6
Number of individuals and groups supported to participate in training and skills development	132
Number of volunteer hours contributed in regeneration areas	13,204
Number of organisations working in partnership with	201
Total number of participants involved	708
Number of participants aged under 16 years	60
Number of volunteers involved	130
Number of volunteer hours contributed	18,352
Youth Media	£15,302
Number of young people attending training sessions	176
Number of young people actively involved with Youth media on a regular basis	24
Number of young people securing Dynamic Youth Awards	2

Number of young people securing Saltire Awards	14
Number of young people securing SVQ's	3
Number of young people demonstrating increased communication skills	94
Number of young people demonstrating increased confidence	94
Number of young people demonstrating improved time management	24
Number of young people progressing to employment	3
Number of young people progressing to further education	4
Number of young people acting as members of Youth media Forum	12
Number of participants aged under 16 years actively involved on a regular basis	11
Total number of participants involved	176
Number of participants aged under 16 years	164
Number of volunteers involved	24
Number of volunteer hours contributed	7400
Positive Lifestyles	£34,004
Number of participants attending the Positive Lifestyles Programme	150
Number of individual inquiries	150
Number of parents referred on to relevant agencies	98
Number of people receiving help with CVs and interviews	15
Number of young people 16+ receiving help with C. Vs and interviews	15
Number of people helped to complete benefit enquiries	95
Number of people joining St Machar Credit union	9
Number of people supported to claim grants	48
Amount of grants received for individuals	£10,000
Number of people referred to Pathways Counselling Service	10
Number of people taking up volunteering opportunities	25
Total number of participants involved	150
Number of participants aged under 16 years	23
Number of volunteers involved	12
Number of volunteer hours contributed	12
WEA Reach Out Skills Programme	£31,140
Total number of Skills Programme courses provided	38
Total number of enrolments	356
Numbers of participants improving literacy and financial literacy skills	112
Numbers participating in residential opportunities	8
Number of young people in Dynamics (16-25) moving on to employment, education or training	6
Number of participants moving into employment	7
Number of participants progressing into further learning	13
Total number of participants involved	136
Number of participants aged under 16 years	0
Number of volunteers involved in delivering the programme	7
Number of volunteer hours contributed	229

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	17 December 2018
REPORT TITLE	Licensing for Mobile Homes with Permanent Residents
REPORT NUMBER	OPE/18/302
DIRECTOR	Rob Polkinghorne, Chief Operating Officer
CHIEF OFFICER	Mark Reilly
REPORT AUTHOR	Aileen Brodie
TERMS OF REFERENCE	2

1. PURPOSE OF REPORT

The purpose of this report is to make Council aware of changes in the licensing requirements for mobile home sites with permanent residents and the need for the Council to approve a charging scheme for new applications and site licence renewals.

2. RECOMMENDATION(S)

That Council:-

- 2.1 notes the new licencing regime; and
- 2.3 approves the scheme of charges for licence fees detailed in Appendix 1 of this report.

3. BACKGROUND

3.1 Following amendments to the Caravan Site and Control of Development Act 1960 (the Act) by the Housing (Scotland) Act 2014, a new system for licensing and controlling permanent residential sites was introduced by The Licensing of Relevant Permanent Sites (Scotland) Regulations 2016. The key measures of the new system:

- provide local authorities with a range of powers, and appropriate discretion in deciding how to use them, in relation to the granting, management, and revocation of licences;
- introduce a 5 year licensing period;
- introduce the requirement that a site licence holder (and anyone directly managing the site) is a fit and proper person;

- provide an effective process for site owners and site licence applicants to appeal against any decisions by the authority.
- 3.2 Any site owner who currently holds a licence in terms of the Act has until 1 May 2019 to apply for and obtain a new site licence otherwise the site will no longer be licensed. The requirement only applies to permanent sites and does not include sites, and parts of sites, that are only used for holiday lettings. Once an application has been received, the local authority is required to make a decision within 3 months from the date all the prescribed information is submitted together with the appropriate fee. A licence cannot be granted unless the site has planning permission. In the event the local authority fails to make a decision within 3 months the site licence will be deemed to have been granted.
- 3.3 The new regime is a significant change from the previous scheme where there was no requirement for licence renewal. Under the previous scheme, once a licence was granted there were limited powers for local authorities to address any failures to comply with site licence conditions, except through reporting the matter to the Procurator Fiscal. The new provisions require the owner of a site to apply for a renewal of the licence every 5 years. These new provisions will additionally provide local authorities with more options to enable the resolution of any breaches in site licence conditions through a range of enforcement powers.
- 3.4 There are currently 7 sites licenced for permanent residential homes across Aberdeen that will require a new licence for the site to continue to operate. The number of mobile homes on these sites varies from less than 10 to over 60.

Licence application and renewal process

- 3.5 The process for considering new applications for site licences, and any subsequent licence renewal, transfer or revocation, are set out in the Act and Regulations, and accompanying guidance issued by the Scottish Government. A key element of the new regime is the introduction of a Fit and Proper Person Test. The purpose of the test is to ensure that the person holding the site licence and the person managing the site (if they are not the same person) is an appropriate person to do so. The Act sets out the fit and proper person test considerations, although the local authority may consider other matters which it considers relevant.
- 3.6 The determination of any application or renewal will be made by Environmental Health Officers working within the Protective Services team of Operations and Protective Services. This is a continuation of the current arrangements contained within the Council's Powers Delegated to Officers. Determinations will remain objective and will consider information and evidence from other appropriate enforcement bodies and interested parties. Any recommendation to refuse an application or renewal will be reported to the Licensing Committee for consideration and determination. Applicants have the right to appeal to the sheriff against a local authority's decision to refuse to grant or renew a licence.

Fees

- 3.7 Under the changes to the Act local authorities can charge a fee for handling new licences and renewals. No fee can be charged for the transfer of a licence. The fees should be reflective of what the local authority considers are reasonable costs in determining new and renewal licence applications. A local authority can charge a different fee for a first site licence application and for a renewal. Different fee level can also be charged for different sizes of sites. The matters an authority can take into account when fixing a fee are set out in the Regulations. The fee should only cover the costs of determination of applications. It cannot be used to cover the costs of any subsequent enforcement action. The Act puts in place a separate procedure for recovering the costs of enforcement action.
- 3.8 The Scottish Government guidance provides an example of estimated costs associated with granting the licence. The proposed fees to be charged by Aberdeen City Council are detailed in Appendix 1 of this report. Some authorities, including East Lothian and Fife Councils have set higher fees while others such as Aberdeenshire Council have set lower fees. The authority should be open and transparent about the factors that have been taken into account in determining the fees to be charged. This information will be made available to the public on request and included in the Council's Scheme of Charges. Annual increases in fees will be in line with current arrangements for approval by Council.
- 3.9 The number of caravans on the existing sites in Aberdeen are variable with some sites having less than 10 caravans while others have over 50. For this reason a schedule of fees has been calculated based on a site of 40 caravans. The total cost per mobile unit from this calculation has then been used as a basis for determining a fee for sites of different sizes. The process is further explained in Appendix 1.
- 3.9 Although the licence fees proposed for sites within Aberdeen are slightly higher than the estimate provided in the guidance, they are considered to be a more accurate reflection of the work and impact on the local authority from determination of licence applications and renewals. It is also useful to recognise that the fees are calculated in terms of a base cost per mobile residential unit per year. This mean a site with a particularly small number of caravans is not overly burdened by the new licensing provisions.

Enforcement

- 3.10 A range of new enforcement powers have been introduced to the Act. Many of the offences are related to a failure of the site licence holder to meet the conditions placed on a site licence. The Scottish Government publishes model standards which provide advice on the site licence conditions a local authority may wish to apply. Site licence conditions attached to licences issued in Aberdeen will take account of these model standards and any other relevant guidance.

- 3.11 The use of enforcement powers will always be in context to the nature and severity of any breaches of legislation or site licence conditions and usually only used after informal measures have been undertaken.
- 3.12 Where informal approaches are not successful, or where issues are more serious or urgent, the following formal options are available:
- Improvement Notices
 - Penalty Notices
 - Revoking a licence
 - Appointment of interim management
 - Emergency action on site
 - Report to the Procurator Fiscal for prosecution
- 3.13 Local authorities will also have the power to recover the costs of enforcement.

Conclusions

- 3.14 The changes that have been introduced to regulate and licence permanent mobile home sites are welcomed in providing greater options for protecting the safety and welfare of residents on these sites. It is however essential that the costs to the authority to implement the new scheme are paid for by site licence holders. The proposed charging scheme detailed in Appendix 1 of this report is considered a reasonable reflection of the costs to the authority to process new and renewal licence applications.

4. FINANCIAL IMPLICATIONS

- 4.1 There is no funding provided for the implementation of the new scheme. Provisions are prescribed in the legislation and associated guidance for local authorities to charge fees to cover the costs of administering the licencing process. Proposed fees are detailed in Appendix 1 to this report which reflect the estimated costs to Aberdeen City Council. Local authorities can also recover costs of additional enforcement action which may be required at other times. This includes expenses associated with the issue of Improvement, Penalty or Emergency Action Notices and, should a site licence be revoked, the appointment of an interim manager. Expenses can also include the cost to an authority of obtaining expert advice, including legal advice.

5. LEGAL IMPLICATIONS

- 5.1 Statutory duties for local authorities to licence permanent caravan sites are prescribed in the Act and Regulations. There are no direct legal implications associated with the proposed Scheme of Charges or changes to the legislation. A range of new enforcement powers have been introduced, primarily relating to a failure of the site licence holder to meet the conditions placed on a site licence. There may be future legal implications should the authority determine to refuse

a site licence or undertake formal enforcement action where site licence conditions are breached. These implications cannot be prescribed at this time.

6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	Cost of processing new and renewal applications and undertaking any future enforcement actions	L	The proposed charging scheme has been developed to cover all costs to the Council to process new and renewal applications. The legislation also provides provisions for the recovery of expenses incurred pursuing enforcement action.
Legal	Legislation places a statutory duty on local authorities to licence permanent caravan sites and provides a process to manage any non-compliance with site licence conditions	L	Officers will follow this process for determining licences. Enforcement action would only be considered when informal action has failed to address concerns and in liaison with legal services.
Employee	Competency of staff to inspect caravan sites and process licensing regime.	L	Staff are trained on the implementation of the new regime. Procedures within national guidance and Model Standards will be followed when processing applications and renewals and undertaking any necessary enforcement action
Customer	Failure to protect the health and welfare of the public residing on permanent caravan sites	L	The purpose of the new regime is to provide local authorities with a range of powers in relation to the granting, management and revocation of permanent caravan site licences and thereby protect residents

Environment	Protection of the living environment of residents dwelling on permanent caravan sites.	L	The requirement of owners of existing sites to apply for a new application will ensure the living environment of current residents is of an acceptable standard
Technology	None		None
Reputational	Failure to implement the licensing regime or recover costs could result in reputational damage	L	Procedures to implement the scheme and recover costs are proposed in line with national guidance

7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
Prosperous People	Implementation of the new scheme will protect the health, safety and living conditions of the public living in permanent mobile homes sites
Prosperous Place	The proposed licensing scheme will support the continued provision of permanent mobile home sites in Aberdeen

Design Principles of Target Operating Model	
	Impact of Report
Governance	The new regime will be implemented by officers within Protective Services of Operations and Protective Services through existing arrangements within the Council's Powers Delegated to Officers.
Workforce	The implementation of the new licensing scheme will initially increase the workload of Protective Service through the processing of new applications. This can be managed with existing staff resources. There should be limited medium or long term staffing implications.

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	Not required
Privacy Impact Assessment	Not required. Applicants for a new licence will be required to provide specified personal information on an application form.
Duty of Due Regard / Fairer Scotland Duty	Not applicable

9. BACKGROUND PAPERS

The Caravan Sites and Control of Development Act 1960
Part 5 of the Housing (Scotland) Act 2014
Licensing of Relevant Permanent Sites (Scotland) Regulations 2016
Guidance to Local Authorities on the Licensing System for Mobile Home Sites with Permanent Residents

10. APPENDICES

Appendix 1: Permanent Mobile Home Site Licence Fee – Schedule of Charges (including Explanation of Fee Calculations)

11. REPORT AUTHOR CONTACT DETAILS

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Appendix 1

Permanent Mobile Home Site Licence Fee – Schedule of Charges (including Explanation of Fee Calculations)

Table 1 summarises the proposed schedule of fees for new and renewal applications.

Table 1 Proposed Permanent Mobile Home Site License Fee

Number of Residential Units	Cost of New (first) Application	Cost of Renewal Application
1-10	£357	£315
11-20	£714	£630
20-40	£1428	£1260
41-70	£2499	£2050
70-100+	£3570	£3150

Process for setting the Schedule of Fees

The following information describes the process that has been applied to calculate the fees in Table 1.

Tables 2 and 3 describe the indicative costs envisaged in processing new and renewal site licence applications. The cost per hour is full staff recovery costs for appropriately qualified and competent officers. It is not a salary cost.

The costs in Tables 2 and 3 are based on a site of up to 40 mobile units. The total cost has been used to calculate a cost per mobile unit. This cost has then been used as a basis for determining a cost for sites of varying number of mobile units. This is calculated by dividing the total costs by the maximum number of mobile units, divided by 5 years.

The estimated cost to process new applications is $£1428.19 \div 40$ (mobile units) $\div 5$ (years licence period) = £7.14 per mobile unit per year.

For all other new applications, the figure of £7.14 is multiplied by the maximum number of mobile units multiplied by 5 years (licence period) to give the licence fee for that category.

The same principle is applied for renewal applications, with the total figure in Table 3 being used as the calculation basis. This gives a price of £6.30 per mobile unit. For the other categories this is multiplied by the maximum number of mobile units multiplied by 5 years.

The calculations are provided for illustrative purposes based on costings determined in 2018/19. For subsequent financial years there will be appropriately inflationary increase in fees.

Table 2 New (First) Application Costs

Task	Indicative Time (FTE hours)	Cost per hour	Cost	Total Cost
Statutory Minimum Application Criteria				
Receiving, logging and storing applications and fees processing (including checking the application is complete, requests for further information etc)	7	£28.16 (EHO)	£0	£197.12
Checking and consultation with other bodies (e.g. planning, waste, housing and external agencies where necessary: - electrical, fire, water)	7	£28.16	£0	£197.12
Fit and Proper Person Test				
Compiling information, reviewing records	7	£32.21 (Principal EHO)	£0	£225.47
Visiting Site, Reporting and Determination				
Transportation costs	N/A		£20	£20
Visit x 2 officers (costs for 2 officers to visit over 2 half days)	14	£28.16		£394.24
Reporting	7	£28.16		£197.12
Determination of application, informing Site Owner (drafting licence approval and conditions, processing appeals, legal advice and support)	7	£28.16		£197.12
TOTAL COST				£1428.19
Statutory Minimum Application Criteria				£394.24
Fit and Proper Person Test				£225.47
Visiting Site, Reporting and Determination				£808.48

Table 3 Renewal Costs

Task	Indicative Time (FTE hours)	Cost per hour	Cost	Total Cost
Statutory Minimum Application Criteria				
Receiving, logging and storing applications and fees processing (including checking the application is complete, requests for further information etc)	7	£28.16 (EHO)	£0	£197.12
Checking and consultation with other bodies (e.g. planning, waste, housing and external agencies where necessary: - electrical, fire, water)	4	£28.16	£0	£112.64
Fit and Proper Person Test				
Compiling information, reviewing records	7	£32.21 (Principal EHO)	£0	£225.47
Visiting Site, Reporting and Determination				
Transportation costs	N/A		£20.00	£20
Visit x 2 officers (costs for 2 officers to visit over 2 half days)	14	£28.16		£394.24
Reporting	7	£28.16		£197.12
Determination of application, informing Site Owner (drafting licence approval and conditions, processing appeals, legal advice and support)	4	£28.16		£112.64
TOTAL COST	£1259.23			£1259.23
Statutory Minimum Application Criteria				£309.76
Fit and Proper Person Test				£225.47
Visiting Site, Reporting and Determination				£724.00

ABERDEEN CITY COUNCIL

COMMITTEE	Aberdeen City Council
DATE	17 th December 2018
REPORT TITLE	ACHSCP Draft Strategic Plan 2019-2022
REPORT NUMBER	HSCP.18.102
CHIEF OFFICER	Sandra Ross
REPORT AUTHOR	Kevin Toshney
TERMS OF REFERENCE	Introduction - 4

1. PURPOSE OF REPORT

The purpose of this report is to present the Aberdeen Health and Social Care Partnership's Draft Strategic Plan 2019-2022 to Aberdeen City Council and to invite the local authority to contribute to the public consultation on this draft plan.

2. RECOMMENDATION(S)

That Council:-

- 2.1 Note the Aberdeen City Integration Joint Board Draft Strategic Plan 2019-2022.
- 2.2 Instruct the Chief Executive, following consultation with the Leader of the Council, to submit a consultation response on this draft plan to the Aberdeen City Integration Joint Board on behalf of Aberdeen City Council within the stated timescale.

3. BACKGROUND

- 3.1 The Public Bodies (Joint Working) (Scotland) Act 2014 (the 2014 Act) provides a framework for the effective integration of adult health and social care services. Its policy ambition is to:

“...improve the quality and consistency of services for patients, carers, service users and their families; to provide seamless, joined up quality health and social care services in order to care for people in their own homes or a homely setting where it is safe to do so; and to ensure resources are used effectively and efficiently to deliver services that meet the increasing number of people with longer term and often complex needs, many of whom are older.”

- 3.2 The Aberdeen City Integration Joint Board (the IJB) is an integration authority and is required by the 2014 Act to produce a Strategic Plan for the delegated functions and budgets that they have a responsibility for. The strategic plan:
- (a) sets out the arrangements for the carrying out of the integration functions for the area of the local authority over the period of the plan
 - (b) sets out how those arrangements are intended to achieve, or contribute to achieving, the national health and wellbeing outcomes and
 - (c) includes such other material as the integration authority thinks fit.
- 3.3 The IJB's first and current Strategic Plan 2016-2019 was published on integration 'Go Live' day, 1st April 2016.
- 3.3 Integration authorities are required by the 2014 Act to have at least 2 localities whose views must be taken into account and the arrangements for each locality must be set out separately.
- 3.4 At its previous meeting of 9th October 2018, the IJB agreed that there should be a consultation on a proposal to move from a 4 to a 3-locality model so that there was the opportunity for a better alignment with community planning structures and activities.
- 3.5 This proposed change to the IJB's locality model is outlined in the draft Strategic Plan 2019-2022 and consultation responses in respect of this particular proposal are welcomed as well as more general comment on the Strategic Plan's objectives and priorities.
- 3.6 In term of the 2014 Act, Aberdeen City Council and NHS Grampian are 'constituent authorities' of the Integration Joint Board, and as such are invited to express a view on the draft Strategic Plan 2019-2022.
- 3.7 There has been significant engagement activity in the development phase of this draft plan. More formal consultation engagement will be scheduled with individuals, groups, organisations and other stakeholders as appropriate during the designated consultation period, 07 January – 28 February 2019.
- 3.8 The Integration Joint Board discussed the draft Strategic Plan 2019-2022 at its meeting on 11th December 2018. The IJB will be asked to approve the revised Strategic Plan 2019-2022 at its meeting on 26th March 2019.

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	None		
Legal	None		
Employee	None		
Customer	None		
Environment	None		
Technology	None		
Reputational	There might be a risk to the Council's reputation if the recommendation to submit a consultation response was not followed given that a) the Council is a 'constituent authority' of the integration authority. b) the integration authority is a statutory member of Community Planning Aberdeen.	L	This risk can be mitigated by delegating the consultation response to those Council Officers who themselves have a strategic planning function and a familiarity with the function and operation of the integration authority.

7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
Prosperous People	The draft Strategic Plan has a strong alignment with the Local Outcome Improvement plan. 'Resilience' is one of the Plan's five stated Objectives with an anticipated impact of protecting people from harm and enabling them to live as independently as possible.
Prosperous Place	'Communities' and 'Connections' are also two of the Plan's Objectives. A new locality model is proposed as a means of developing our community resources and promoting better engagement with the city's residents. It is anticipated that this will contribute to safer communities and less isolated individuals across all age groups and client groups.

Design Principles of Target Operating Model	
	Impact of Report
Customer Service Design	Improving the personal experiences and outcomes of those who use our health and social care services is a key aim of the draft Plan.
Workforce	An 'Empowered Workforce' is a key enabler. It is anticipated that our staff, across all sectors, will feel valued and supported to flourish in their job role and provide the best service possible to others.
Technology	'Digital Transformation' is another key enabler. The continuing introduction of digital processes and resources will enable our service delivery to be more efficient and effective and improve the communication with clients/patients and carers.
Partnerships and Alliances	The positive relationships between ACHSCP and ACC/NHSG will continue. In addition, there will be a stronger alignment with community planning structures and activities and also closer collaborations with Integrated Children's services. The third, independent and housing sectors will continue to have a key role in supporting the partnership to fulfil its ambitions and priorities and deliver desired outcomes.

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	An EHRIA will be provided to the Integration Joint Board when it is asked to approve the revised Strategic Plan 2019-2022.
Data Protection Impact Assessment	Not required
Duty of Due Regard / Fairer Scotland Duty	The implications of the Fairer Scotland Duty in respect of this draft Plan will be outlined to the Integration Joint Board.

9. BACKGROUND PAPERS

ACHSCP Strategic Plan 2016-19

Community Planning Aberdeen Local Outcome Improvement Plan

10. APPENDICES

- a) ACHSCP draft Strategic Plan 2019-2022.

11. REPORT AUTHOR CONTACT DETAILS

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Aberdeen City Health & Social Care Partnership

Strategic Plan 2019-2022



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Integration Principles.

The partnership is required to take into account the national integration principles when preparing the Strategic Plan.

These principles, stated below, clearly state that the main purpose of integrated services is to improve the wellbeing of our citizens and these services should be provided in a way in which, so far as possible:

- Is integrated from the point of view of recipients
- Takes account of the particular needs of different recipients
- Takes account of the particular needs of recipients from different parts of the area in which the service is being provided
- Takes account of the particular characteristics and circumstances of different service users
- Respects the rights of service users
- Takes account of the dignity of service users
- Takes account of the participation by service users in the community in which service users live
- Protects and improves the safety of service users
- Improves the quality of the service
- Is planned and led locally in a way which is engaged with the community (including in particular service users, those who look after service users and those who are involved in the provision of health or social care)
- Best anticipates needs and prevents them arising
- Makes the best use of the available facilities, people and other resources

A key challenge, which we accept unreservedly is for these principles to be part and parcel of our day-to-day professional practice across all sectors and services. It is important to us as a principled partnership that our actions meet, if not exceed the expectations that are placed on us.

Contents

1. Introduction

2. Some background information

3. Achieving healthier, fulfilling lives

4. Our Enablers

5. How will we know we are making a difference?

Appendices.

1. Housing Contribution Statement (tbc)
2. Equality Impact Assessment (tbc)

If you require further information about any aspect of this document, please contact:

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Twitter: <https://twitter.com/HSCAberdeen>

This document is also available in large print, other formats and other languages, on request.

Please contact the Aberdeen City Health & Social Care Partnership on 01224 625729

For help with language / interpreting and other formats of communication support, please contact 01224 522856/522047

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способов общения, звоните по
телефону : 01224 523 542

للحصول على مساعدة بخصوص اللغة/ الترجمة
و وسائل الاتصال الأخرى، الرجاء الاتصال
بالرقم التالي: 01224 523 542

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IJB Chair Foreword

To be inserted...

Chief Officer Foreword

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DRAFT

1. Introduction

1.1 This Strategic Plan outlines our continuing ambitions in respect of the health and wellbeing of our local population and those adult health and social care functions and services which are delegated by Aberdeen City Council (ACC) and NHS Grampian (NHSG) to the Aberdeen City Health & Social Care Partnership (ACHSCP).

It reflects the many conversations we have had with the people of Aberdeen and our professional colleagues across the health, social care, third, independent and housing sectors across all adult age groups and client groups about what the partnership should be doing to promote and support everyone's health and wellbeing especially those with complex needs.

The ambitions and priorities of this plan are relevant across all these sectors. The challenge that we accept is to make this plan a credible and meaningful document for many different people in different situations and circumstances across the city: the young adult living with autism; the person receiving palliative and end-of-life care; the frail, elderly person; the middle-aged man trying to cope with a number of physical and mental illnesses and health conditions; the woman living with a mental health illness; the man on his substance misuse recovery journey; the person with a sensory impairment; the woman with complex physical and learning disabilities; the older person living with dementia and the unpaid carers.

1.2 Our strategic vision and values underpin all our activities, initiatives and developments. We have revised these given comments made during our many engagement conversations, but their essence remains the same.

“We are a caring partnership working in and with our communities to enable people to achieve fulfilling, healthier lives”.

“Caring, Person centred, Enabling”

This vision and these values are relevant and applicable across the diversity and complexity of all the delegated functions across the health, social care, third, independent and housing sectors. They define who we are and what is important to us.

1.3 We remain committed to improving the:

- **the health and wellbeing of our local population across all localities**
- **the experiences and outcomes of the individuals who use our services**
- **the allocation of our staffing, financial and physical resources**

It is heartening to know that our overall health profile is better than the Scottish national average however we know that within the city, there are significant differences in life expectancy, premature deaths, emergency hospital admissions and general health and wellbeing, with some communities reporting greater levels of health problems than others.

We have reduced unmet needs for social care, increased the proportion of people aged 65 years and above with intensive care needs who receive care at home, and increased the uptake of self-directed support. We have dramatically reduced the number of additional days that people spend in hospital due to their delayed discharge and the number of people whose A&E attendance results in emergency admission to hospital is markedly lower than the rest of Scotland.

People's experiences of using our services is a very useful indication of how caring and person-centred we actually are. We are committed to improving the personal experiences and outcomes of the people who use our services and their carers and, we want to hear of those examples and circumstances where expectations have not been met so we can learn from these and where necessary improve matters.

We are pleased that there has been an increase in the % of adults who said that they are supported to live as independently as possible; who say they have had a say in how their care is provided; who agree that their care is well co-ordinated and who rated their care or support as excellent or good. We are mindful though, that there has been a decrease in positive GP experiences and that our unpaid carers also feel less than satisfied but overall these local experiences reflect well against the national trend of reducing levels of satisfaction.

The safety and wellbeing of our citizens is important to us; we want to ensure that Aberdeen is a place where everyone feels safe, supported and included. We are committed to working with our public protection partners to keep people safe from any physical, sexual, psychological or financial harm or neglect. There has been significant work undertaken to both strengthen and improve the governance of adult protection services. We will continue delivering the improvements outlined in our Improvement programme 2018-2020.

1.4 We have reflected on our experiences since integration 'Go Live' in April 2016 and the impact of our current plan to shape our proposed strategic objectives for the next three years. We have also identified those key enablers that need to be in place to give our objectives and priorities the best possible chance of being fulfilled.

Objective	What is this?	Priorities
Prevention	We will work with our partners to achieve positive individual outcomes and lessen the need for formal supports.	Promote positive mental health and wellbeing. Address the factors that cause inequality in outcomes in and across our communities. Reduce alcohol and drug related harm.
Resilience	Supporting people and organisations so that they are able to cope with and where possible overcome the adverse health and wellbeing challenges that they might face.	Promote and support self-management and independent living for individuals. Value and support unpaid carers.
Right Care, Right Place, Right Time	Ensuring a personalised response to individual needs and circumstances that can adapt to complexity and occasional or enduring use.	Reshape our primary care sector. Shift the balance of care from the acute health sector to community-based services. Develop our palliative and end of life care provision.
Connections	Develop meaningful connections and relationships to promote better inclusion, health and wellbeing.	Enable our citizens to have opportunities to maintain their wellbeing and take a full and active role in their local community. Counter the perception of loneliness and isolation experienced by all age groups.
Communities	We will work in and with our communities, recognising the valuable role that people have in supporting themselves to stay well and support each other when care is required.	Implement our three-locality model. Develop a diverse and sustainable care provision.
Empowered Workforce Principled Commissioning Digital Transformation Sustainable Finance		

Table 1 ACHSCP Objectives and Priorities.

1.5 This plan provides an overview of adult health and social care in Aberdeen and seeks to establish a shared understanding of our challenges and priorities. Given our future demographic and financial challenges it is unlikely that the partnership will be able to satisfy an increased demand for our services with fewer resources available. Doing more of the same is not a sustainable option for us and so we will need to have honest conversations with the local population about their expectations and how we can enable them to keep well and where appropriate, support them to manage their conditions. We accept that we will have to reshape and, in some cases, transform how and where we deliver our services.

We remain ambitious to be recognised as an innovative and high-performing partnership. With the support of the people of Aberdeen and our many valued partners we are confident that we will achieve this and other shared, desired outcomes.

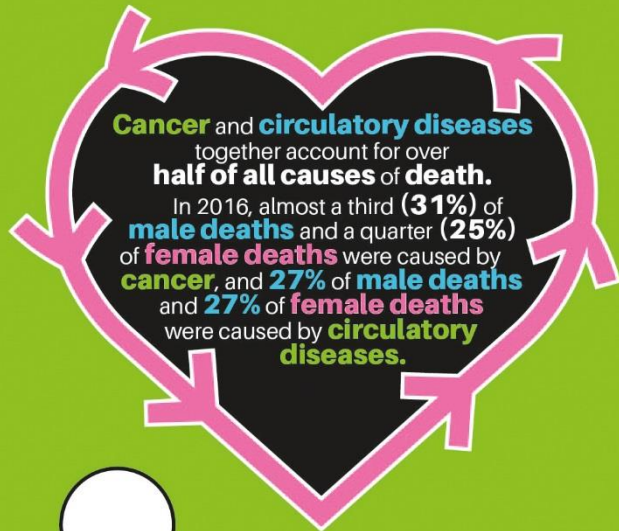
2. Some background information





The number of **drug-related deaths** has increased dramatically in the last few years, from **26 deaths** in 2014 to **54 deaths** in 2017.

In the last **10 years** the number of **female drug-related deaths** has **increased** more than **male drug-related deaths**, with **17.4%** of **drug related deaths** in 2007 being **female** compared to **33.3%** in 2017.

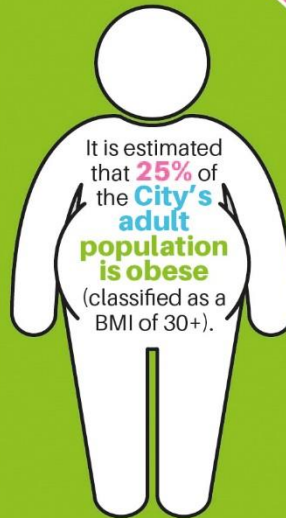


Cancer and **circulatory diseases** together account for over **half of all causes of death**.

In 2016, almost a third (**31%**) of **male deaths** and a quarter (**25%**) of **female deaths** were caused by **cancer**, and **27%** of **male deaths** and **27%** of **female deaths** were caused by **circulatory diseases**.

Between **2014/15** and **2016/17** the rate of **patients hospitalised with Coronary Heart Disease** was

423.1 per 100,000 population (this is significantly **higher** than the rate for **Scotland**). Over the last **9 years**, there have been **year-on-year decreases** in the rate of **patients hospitalised with CHD** in both **Aberdeen and Scotland**.



It is estimated that **25%** of the **City's adult population is obese** (classified as a BMI of 30+).

Between **2012** and **2016** there were an average of **31 deaths** a year which were classified as probable **suicide**. The rate of **13.9 per 100,000 population** is the same as that for **Scotland**.



The **rate of new cancer registrations** in Aberdeen **increased sharply** between **2012-2014** and **2013-2015**, bringing the rate to its **highest level** for more than **10 years**.



In **2017** there were an estimated **3,455** people with **dementia** in Aberdeen City and dementia accounted for **10.4%** of all **deaths**.

In 2016/17 **35,342** people in Aberdeen City were **prescribed drugs for anxiety, depression or psychosis**.

This is equivalent to **15.4%** of the population.

The proportion has increased significantly in recent years, from **12.5%** in **2009/10** to **15.4%** in **2016/17**.



2.1 A coherent and co-ordinated strategy will play an important role in ensuring that people's experiences when they use our services match their expectations of compassionate, responsive and effective care, support or treatment.

The scope of our partnership's activities has been formally outlined in our **Integration Scheme**¹ and consists of services from the health, social care, third, independent and housing sectors which are all committed to providing high-quality integrated services to our citizens.

2.2. Scotland's **public health priorities**² have strongly influenced the development of this plan. Their stated aim for people to thrive and be as healthy as possible is set within a broader desire to reshape our attitudes towards health and well-being.

- a **Scotland where we live in vibrant, healthy and safe places and communities**
- a **Scotland where we flourish in our early years**
- a **Scotland where we have good mental well-being**
- a **Scotland where we reduce the use of and harm from alcohol, tobacco and other drugs**
- a **Scotland where we have a sustainable, inclusive economy with equality of outcomes for all**
- a **Scotland where we eat well, have a healthy weight and are physically active**

These priorities provide a substantial foundation for our own ambitions and priorities and a very useful reference for us to use when we reflect upon the impact of our activities and initiatives. Another key national document with which this plan has a strong alignment is the Scottish Government's **Health and Social Care Delivery Plan 2016**³ and its focus on:

- **better care**
- **better health**
- **better value**

Working towards our own objectives will clearly be of positive value to these national priorities also.

¹ <http://www.aberdeencityhscp.scot/contentassets/47a823b8be3c4f26830d11200cb644a1/aberdeen-city--integration-scheme.pdf>

² <https://www.gov.scot/publications/scotlands-public-health-priorities/>

³ <https://www.gov.scot/Resource/0051/00511950.pdf>

2.3 A critical factor in the success of our ambitions and priorities will be the positive, supportive relationships that we continue to develop with our key partner agencies, Aberdeen City Council and NHS Grampian.

Effective community planning arrangements will support us to deliver better services and achieve better outcomes for our citizens and communities. The **Community Planning Aberdeen (CPA) Local Outcome Improvement Plan**⁴ sets out a coherent, multi-agency vision to make Aberdeen a better place to live and work in. The partnership is a member of the CPA and as such, recognises the value of positive collaborations and consensual decisions to address our common challenges. The actions set out in this Strategic Plan will make a significant contribution towards fulfilling the LOIP's '**Place**' and '**People**' objectives.

Similarly, a close alignment with the priority areas (Prevention, Self-Management, Planned Care, Unscheduled Care) set out in **NHS Grampian's Clinical Strategy (2016-2021)**⁵ will ensure the delivery of improved experiences and outcomes to the people who use our services and their carers.

We recognise that working collaboratively with all our community planning partners is a good and positive thing to do and we will be actively seeking to align our activities as best we can.

2.4 We have developed a significant strategic portfolio (Figure 2) since integration 'Go Live' in 2016 to ensure that we have a consistent and coherent overview of the health and wellbeing of our local population and the needs of the different client groups.

All of these documents are important in their own way but the **Strategic Commissioning Implementation Plan**⁶, our **Transformation Plan** and **Locality Plans**⁷ have a particular significance because of what they say about our future commissioning intentions, our continuing transformation of what we do and how we do it and our locality-specific activities and initiatives to address evident differences in health and wellbeing across our city's communities.

Following the publication of this revised Strategic Plan we will take the opportunity to refresh this portfolio to ensure there is a continuing alignment with the ambitions and priorities set out in this overarching plan.

⁴ <https://communityplanningaberdeen.org.uk/aberdeen-city-local-outcome-improvement-plan-2016-26/>

⁵ http://foi.nhsgrampian.org/globalassets/foidocument/dispublicdocuments---all-documents/Grampian_Clinical_Strategy_2016-2021_Full_Version.pdf

⁶ <https://www.aberdeencityhscp.scot/globalassets/strategic-commissioning-implementation-plan.pdf>

⁷ <https://www.aberdeencityhscp.scot/our-delivery/>

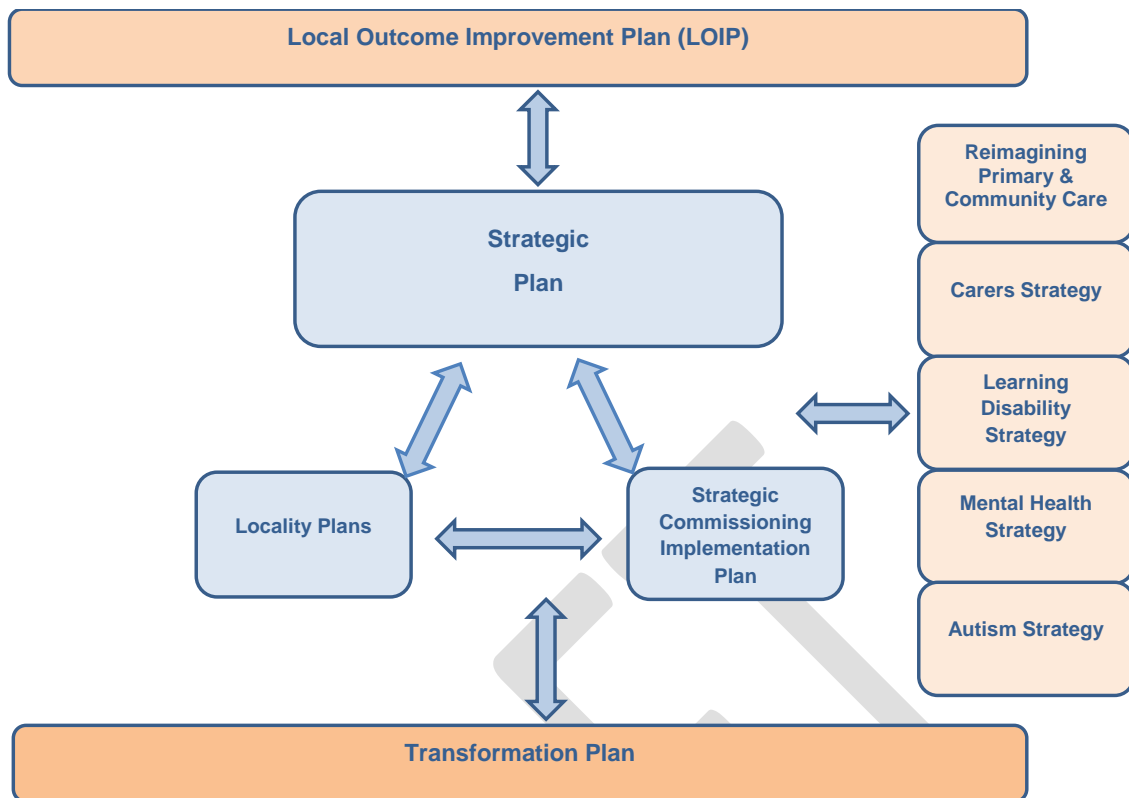


Figure 2 ACHSCP Strategic Portfolio

2.5 In addition to the fully delegated functions and services, the IJB also has a strategic planning responsibility for the city-specific hosted services and certain acute sector services (Table 2).

Hosted services are those health services which have a wider Grampian provision but are assigned to 'lead' IJBs for strategic planning and operational management purposes. This Strategic Plan applies to our hosted services as we need to ensure that their model of care contributes appropriately towards our city-specific objectives and priorities. We are mindful though that the other Grampian IJBs also need that reassurance from their perspective and so we will work with NHS Grampian and the other IJBs to develop a governance structure that is as robust as the governance for the fully delegated functions and services.

Our longer-term strategic intent is to limit the scope of hosted services to an absolute minimum and to only host those services where remaining hosted offers clear advantages to our local population and the partnership itself.

Similarly, strategic planning at an IJB level of those acute sector services is desirable because of the significant proportion of unscheduled care/emergency admissions that these services experience and the positive difference that partnerships can make towards this. It is fair to suggest that we have not undertaken as much of this planning to-date as we would have wished. We will do better.

Hosted	Acute
<ul style="list-style-type: none"> • Intermediate Care of the Elderly and Specialist Rehabilitation • Sexual Health • Acute Mental Health and Learning Disability (decision pending) 	<ul style="list-style-type: none"> • Accident and Emergency • Inpatient hospital Services <ul style="list-style-type: none"> ▪ General medicine ▪ Geriatric medicine ▪ Rehabilitation medicine ▪ Respiratory medicine ▪ Palliative Care ▪ Mental Health ▪ Learning Disability

Table 2 ACHSCP Strategic Planning (Hosted/Acute) Responsibilities.

2.6 Children’s services are not formally within the scope of this Strategic Plan as they are not delegated by the local authority and health board to the Integration Joint Board however some children-specific health services (Health Visiting, School Nursing) are operationally devolved to the partnership’s Chief Officer. Better outcomes for the children and young people of this city will be achieved by working more collaboratively with children’s services and aligning our respective activities where possible, more fully.

We are mindful that there are many adults in poor physical and mental health, who may have housing difficulties, substance misuse challenges and impacted family relationships who can trace a line from their current experiences back to the adverse events they experienced as a child. We recognise that the first few years of pre-school life is critical to a child’s later development and that appropriate interventions at this stage are crucially important in addressing inequalities. We will collaborate with other partner agencies to address enduring, inter-generational family challenges.

Transition from childhood through adolescence to becoming an adult can be unsettling for many individuals and their families. Our approach to supporting transitions gives us the opportunity to demonstrate our partnership values in our professional practice and to show our commitment to preventative and anticipatory models of care. We recognise that early, positive and consistent collaborations with young adults, their families and existing supports and services will ease any transition anxieties that may be apparent and reduce the likelihood of harmful consequences to health and wellbeing.

2.7 Adaptations and garden maintenance are the only housing functions which are formally delegated to the IJB. We acknowledge though, that the provision of good quality housing and housing related services plays a key role in enabling people to be able to live independently at home for as long as is reasonably practicable.

The **Aberdeen City Council Local Housing Strategy (LHS) 2018-2023**⁸ covers all types and tenures of housing including social rented, private rented and owner-occupied accommodation. It sets out how local need and demand will be addressed and how this contributes to the national housing priorities. The strategy aims to deliver six strategic outcomes:

1. There is an adequate supply of housing across all tenures and homes are the right size, type and location that people want to live in with access to suitable services and facilities.
2. Homelessness is prevented and alleviated.
3. People are supported to live, as far as is reasonably practicable, independently at home or in a homely setting in their community.
4. Consumer knowledge, management standards and property condition are improved in the private rented sector.
5. Fuel poverty is reduced which contributes to meeting climate change targets.
6. The quality of housing of all tenures is improved across the city.

We are committed to working with our housing colleagues to deliver the delegated housing functions as effectively as possible and support the fulfilment of the above outcomes.

The Housing Contribution Statement (see Appendix One) shows the contributions that this LHS and its Joint Delivery Action Plan makes to the wellbeing of our residents and the broader objectives and priorities set out in this plan.

2.8 The alignment of the partnership's objectives and priorities with all these other strategic points of reference will be a crucial factor in ensuring the effectiveness of our proposed actions and initiatives and the fulfilment of personal, organisational and national outcomes.

⁸ <https://www.aberdeencity.gov.uk/sites/default/files/2018-09/Local%20Housing%20Strategy%202018-2023.pdf>

3. Achieving healthier, fulfilling lives

In 2030 Aberdeen will be one of the healthiest places to live in Europe because.....



Figure 3 Aberdeen in 2030 (Source: ACHSCP Public Health).

We recognise that if we want to be successful in the delivery of integrated health and social care services to improve the health and wellbeing of our local population we must actively identify and overcome any barriers to change that we come across.

Some of these barriers may include our own capacity to make the desired changes and a weariness or change fatigue on the part of some of our key stakeholders. We strongly believe that compassionate and collaborative leadership will be the key to breaking down engrained attitudes and entrenched working practices and unlocking the partnership's significant potential across all sectors to transform itself.

We believe that we are working from a good starting place given our successful integration 'Go Live' transition and the solid progress we have made since then. We recognise that we need to shift the change emphasis from top down to bottom up; engage routinely with our citizens about their lived experiences and have a relentless focus on improved outcomes.

3.1 Prevention. Most people remain relatively healthy and active without the need for formal supports and services in their lives. Although health problems generally increase with age, ill health and disability should not be an inevitable consequence of growing older in Aberdeen City.

We will seek to improve our understanding of what preventative interventions will have the greatest impact on the health and wellbeing of different population groups within the city and support the effective implementation of these. We want to strengthen our early, preventative interventions and focus on the promotion of good, positive physical and mental health and wellbeing for all people across all age-groups and client groups.

Priorities:

- 3.1.1 Promote positive mental health and wellbeing.
- 3.1.2 Address the factors that cause inequality in outcomes in and across our communities.
- 3.1.3 Reduce alcohol and drug-related harm.

3.1.1 Poor mental health is a significant public health challenge which many of us will either personally experience or see a family member or friend cope with the challenges it brings or be a support to others in a professional capacity. Most of these are mild to moderate mental health problems but for some people it can be a more serious long-term illness and can impact on an individual's ability to function and live independently.

We aim to provide help from the right person, in the right place and at the right time. This means developing appropriate services which are more quickly accessible and available locally for all levels of mental health problems. We continue to move away from hospital-based services as the main mental health provision to develop community-based care and treatment resources where there is a significant emphasis on prevention and supported self-management.

We will seek to ensure that our citizens enjoy the best possible mental health and wellbeing and that when anyone begins to experience poor mental health, appropriate asset-based supports are available in their communities for them to access. We are very aware that each person's recovery journey is unique to them. We are keen to work with and alongside them by delivering services that promote a "rights" based model which is focused on their personal recovery and enduring quality of life.

The national **Mental Health strategy 2017-2027**⁹ has prevention and early intervention as one of its five themes and outlines key action points associated with this. This national strategy will inform and influence the development of the partnership's own mental health strategy.

⁹ <https://www.gov.scot/publications/mental-health-strategy-2017-2027/>

COMMITMENT: We will produce a Mental Health strategy and Action Plan showing how we will promote positive mental health and wellbeing and support those who are on a recovery journey.

3.1.2 Health inequalities are unfair and avoidable differences in health outcomes across the city's population. They are a key theme that underpins everything that we understand about the health and wellbeing of our local population and the activities and interventions which we propose to implement to improve this.

Deprivation is a key driver of poor health and embedded inequalities in and across our communities and we welcome the local authority's anti-poverty strategy '**Towards a Fairer Aberdeen That Prospers For All 2017-2020**' as a significant statement of intent to remedy such matters.

We recognise that we need to understand the health impact of our activities and interventions better. Tackling the underlying causes of health inequalities needs a whole system approach that seeks to change cultures and behaviours. A bucket list of singular interventions, no matter how well intentioned will not change matters sufficiently well enough.

Health and social care partnerships have a duty under the Fairer Scotland Duty to contribute to reducing health inequalities. We will always seek to understand better the health and wellbeing of our local population and what factors are contributing to different health outcomes. We will, with our community planning partners, use this information to identify and implement appropriate actions to reduce the health inequalities that exist in our city. We are mindful that our workforce will need appropriate support to recognise what works and to make this shift of emphasis succeed.

COMMITMENT: We will actively contribute to reducing known health inequalities in the health and wellbeing of our local population.

3.1.3 Alcohol and drug use significantly contribute to poorer health and wellbeing across all parts of our city. Much of the harm caused by substance use can be prevented through joined up health and social care services undertaking evidenced-based early intervention. There can be many personal challenges to overcome but we need to make a person's recovery journey easier by removing the stigma associated with seeking help.

We will seek innovative ways of tackling substance use in all its forms and we will provide accessible, high quality services for people who require more intensive support and treatment. We will support our local Alcohol and Drugs Partnership to

deliver the national strategy ***“Rights, respect and recovery: alcohol and drug treatment strategy”***¹⁰

COMMITMENT: We will support the Alcohol and Drug Partnership in delivering actions to reduce substance related harm.

3.2 Resilience. Resilience can be understood to be the adaptability of individuals and organisations to circumstances that may be less than stable or positive. It is not a new concept, but it is one that can significantly influence our attitudes and behaviours to life’s day-to-day challenges.

Priorities:

- 3.2.1 Promote and support self-management and independent living for individuals.
- 3.2.2 Value and support unpaid carers.

3.2.1 Supported self-management means moving away from a model where individuals are passive recipients of care and treatment to a more collaborative relationship where they are active partners. For this shift to be effective, individuals need to have opportunities to develop their knowledge, skills and confidence to make informed decisions and adapt their health-related behaviours. They also need to have access to the necessary expertise to support them in overcoming barriers and achieving their goals.

Supported self-management is not just about us taking greater responsibility for our own health and wellbeing. Many people with long term conditions already make appropriate decisions and manage a broad range of factors that contribute to their health and wellbeing on a day-to-day basis. Instead, we need to accept that there are wider considerations and explanations in relation to the lives that we lead and our current health and wellbeing.

There is no shortage of health improvement messages including keeping physically active, minimising our alcohol intake and eating five portions of vegetables a day for us to acknowledge and adopt; what is needed is an approach that recognises our experiences of the complexity and cumulative impact of our health condition(s), an understanding of what may work for each and every individual and our desired personal outcomes.

COMMITMENT: We will continue to invest in our ‘Promoting self-management

¹⁰ <https://www.gov.scot/publications/rights-respect-recovery/>

and building community capacity' transformation portfolio.

3.2.2 It is a good thing to recognise and support the vital role that “unpaid” carers fulfil as they are, in many respects, the experts in relation to the health and wellbeing of the person they care for. The **Scottish Health and Care Experience Survey**¹¹ however shows that we can do so much better as only 40% of the respondents who identified as carers feel supported to continue in their caring role and only 49% feel they have a say in the services provided for the person they look after.

Being an unpaid carer is a very individual experience that depends on the needs of the cared for person. There are some common issues but the mother of a young adult daughter with mental health difficulties for example will have a different perspective of the carer role from the partner of an older person with dementia.

Carers are a significant partnership stakeholder and our health and social care services could not function as well as they do were it not for the contribution of our unpaid carers. We will ensure that the support offered to all carers, irrespective of who they are, is targeted at their particular individual outcomes and, of course, the personal outcomes of those being cared for.

Our **Carers Strategy 2018-2021**¹² sets out key actions that will support our many unpaid carers with the challenges that they experience regularly to enable them to have a life out with caring if they so choose.

COMMITMENT: We will support our unpaid carers to identify as carers, to manage their caring role, to be involved in the planning of services for the cared-for person and to have a life alongside caring if they so choose.

3.3 Right Care in the Right Place at the Right Time. This approach means services are tailored to the requirements of the individual so that people have access to the right care, support or treatment when they need them, in ways which are personalised, empowering and effective. It means that there are no in-built premature assumptions of what someone needs or a uniform ‘one size fits all’ provision but there are instead appropriate diversions to other resources and services as and when appropriate for each individual.

¹¹ <https://www2.gov.scot/Topics/Statistics/Browse/Health/GPPatientExperienceSurvey>

¹² <https://www.aberdeencityhscp.scot/globalassets/carers-strategy---march-2018.pdf>

Priorities:

- 3.3.1 Reshape our primary care sector.
- 3.3.2 Shift the balance of care from the acute health sector to community-based services.
- 3.3.3 Develop our palliative and end of life care provision

3.3.1 Primary care is an important area of operation within the partnership providing appropriate advice and treatment for physical and mental health illnesses and conditions across all ages.

It is the first point of healthcare contact for many people and the gateway to other health services. It provides the reassurance of long-term continuity as well as more immediate, single episodes of advice and treatment when required.

There are known workforce recruitment challenges to overcome but even so, this sector has shown a continuing ability to introduce new practice models and adopt evidence-based interventions. It has a key role to play in promoting people's health and wellbeing and maintaining their independence at home in the community.

Our **Primary Care Improvement Plan**¹³ outlines our proposed initiatives to address this sector's significant operating challenges.

COMMITMENT: We will implement fully our Primary Care Improvement Plan

3.3.2 We mostly expect to live longer and healthier lives and to have more choice and control over the support we might need to maintain our independence as we age. For that to happen, we must plan now for new ways of providing services that deliver the outcomes for health and wellbeing that people will need and expect. However, we know that there is going to be an increasing demand for our services, and our resources are unlikely to grow at the same rate, if at all.

Shifting the balance of care from the acute health sector to primary care and community care is seen as a good and desirable thing to do. Most adults are relatively healthy and have little or no contact with our health and social care services, but we are aware that there are a small number of individuals who have a disproportionately high usage of health services. It is envisaged that effective integrated service provision in our communities and localities will, over time, reduce this.

¹³ <https://www.aberdeencityhsc.scot/globalassets/primarycareimprovementplan.pdf>

We are mindful though, of those who, for whatever reason are viewed as being 'furthest from the point of care' not in a geographical context but because of their substance misuse, poor mental health, complexity of ill-health, disability or vulnerability. Their numbers may be small compared to some other population groups but the impact of getting it right for them may well be proportionately greater. This objective is not just about better and more effective use of what we currently have but actively redesigning to deliver improved experiences and outcomes.

COMMITMENT: We will support and implement as appropriate the local Unscheduled Care Essential Actions Plan developed with our partner agencies.

3.3.3 Palliative care is an approach that seeks to improve the quality of life of individuals who have a terminal illness or life-limiting conditions. End of life care is that part of palliative care which seeks to ensure that an individual dies as peacefully and with as much dignity as possible.

Palliative and end of life care involves a variety of general and specialist services across primary care; care at home; residential/nursing care homes; acute hospitals and hospices. Good communication, collaboration and continuity of care across all sectors is essential to ensure our care and support at these times is recognised as being caring, compassionate and person-centred.

We recognise the need to be responsive to the changing preferences and priorities of people with advanced illness and their carers. The choices that are expressed after diagnosis may well change later, for example, most people when asked, initially express a preference for dying at home but in fact, most die in hospital. There are different reasons that explain this, but sensitive anticipatory planning conversations will help ensure that the holistic care that is put in place meets the needs and wishes of the individual and, where appropriate, their carer.

The national **Strategic Framework for Action on Palliative and End of Life Care** says that by 2021 everyone who needs palliative care will have access to it.

Commitment: We will review our current palliative and end of life care provision and develop an action plan to fulfil the strategic framework vision.

3.4 Connections. We will seek to make open and ongoing engagement with our local population a defining feature of who we are as a partnership. We will continue to engage with our localities, develop better relationships with their residents and

work together to support a quality of life that is as good, positive and active as possible.

Priorities:

- 3.4.1 Enable our citizens to have opportunities to maintain their wellbeing and take a full and active role in their local community.
- 3.4.2 Reduce the perception of loneliness and isolation experienced by individuals across age and client groups.

3.4.1 We want to promote and develop the wellbeing of our communities by increasing opportunities for the people who live in these areas to shape their own lives and take part in local decision making. This means that we:

- start with the assets and resources in our communities and identify opportunities and strengths
- see people as having something valuable to contribute and support them to develop their potential in adding social value to their communities
- focus on communities encouraging and adding social value at every opportunity

We strongly believe that those living, working and volunteering locally are best placed to identify local issues and needs; to suggest how these needs might be addressed; to prioritise the needs based on what is most important to the local community; and reflect all of these within an agreed action plan for the community.

It is because people are healthier when they feel connected to things that matter to them that the IJB has previously endorsed Community Planning Aberdeen's '**Engagement, Participation and Empowerment**' Strategy¹⁴. Working with our citizens to co-produce the outcomes that matter to them is an important principle for us.

The IJB does not have a formal responsibility for transport connections and resources but we recognise that for many people an ambition of feeling 'better connected' will be unrealised if transport challenges are not addressed.

COMMITMENT: We will develop a co-ordinated engagement plan for all the partnership's activities and initiatives with our client and patient groups, communities and localities.

¹⁴ <https://communityplanningaberdeen.org.uk/wp-content/uploads/2017/08/Engagement-participation-empowerment-strategy.pdf>

3.4.2 Perceptions of loneliness and isolation can differ across client groups and age groups. Some experiences can include those of an older person whose only social contact is with those who are formally contracted to deliver homecare support; the younger adult with mental health difficulties who believes that they don't have anyone in their life that they can turn to and confide in about their wellbeing and the person on a substance misuse recovery journey who has been shunned by everyone he once knew: family, friends, former workmates and peers who are in a different part of their own journey.

People's perception of how lonely they are and the impact of this can be associated with an increased risk of poor health, increased attendance at GP surgeries and A&E Depts and in some instances, premature mortality. Offering different opportunities depending on who we are and where we are can help address these challenges. See for example, the partnership's **Learning Disability strategy 'A'thegither in Aberdeen 2018-2023**¹⁵ which has as its first outcome "people feel connected to their communities".

We wish to develop those resources and connections, sometimes known as 'social capital' across all sectors of the partnership so that different individuals in different circumstances can experience the benefits of accessing them.

COMMITMENT: We will develop the social capital of our partnership across all sectors and services.

3.5 Communities. We recognise the value of an asset-based approach to developing effective and sustainable models of care that focus on the health and wellbeing of our local population and communities. We will seek to build on the existing assets and strengths within our communities and strive to ensure that our citizens and communities are fully involved in the design and delivery of services.

Priorities:

- 3.5.1 Implement our three-locality model.
- 3.5.2 Develop a diverse and sustainable care provision.

3.5.1 Localities are intended to be the engine room of integration, bringing together our citizens, unpaid carers and professionals from the health, social care, third, independent and housing sectors to reshape our services based on informed practice and local insights.

¹⁵ <https://www.aberdeencityhscp.scot/globalassets/athegither-in-aberdeen-strategy.pdf>

The decision to implement a four-locality model was taken in the pre-integration shadow year and was reflective of the significant considerations that were taken into account at the time.

Our proposed three-locality model (Figure 3.1) will result in a closer alignment with community planning structures and activities, better partner collaborations, less public confusion and an enhanced focus on areas where people experience poorer outcomes. These three localities (North, Central and South) again cover the whole geography of the city as the legislation¹⁶ obliges and, crucially, the three community planning localities can be wholly located within their respective integration localities.

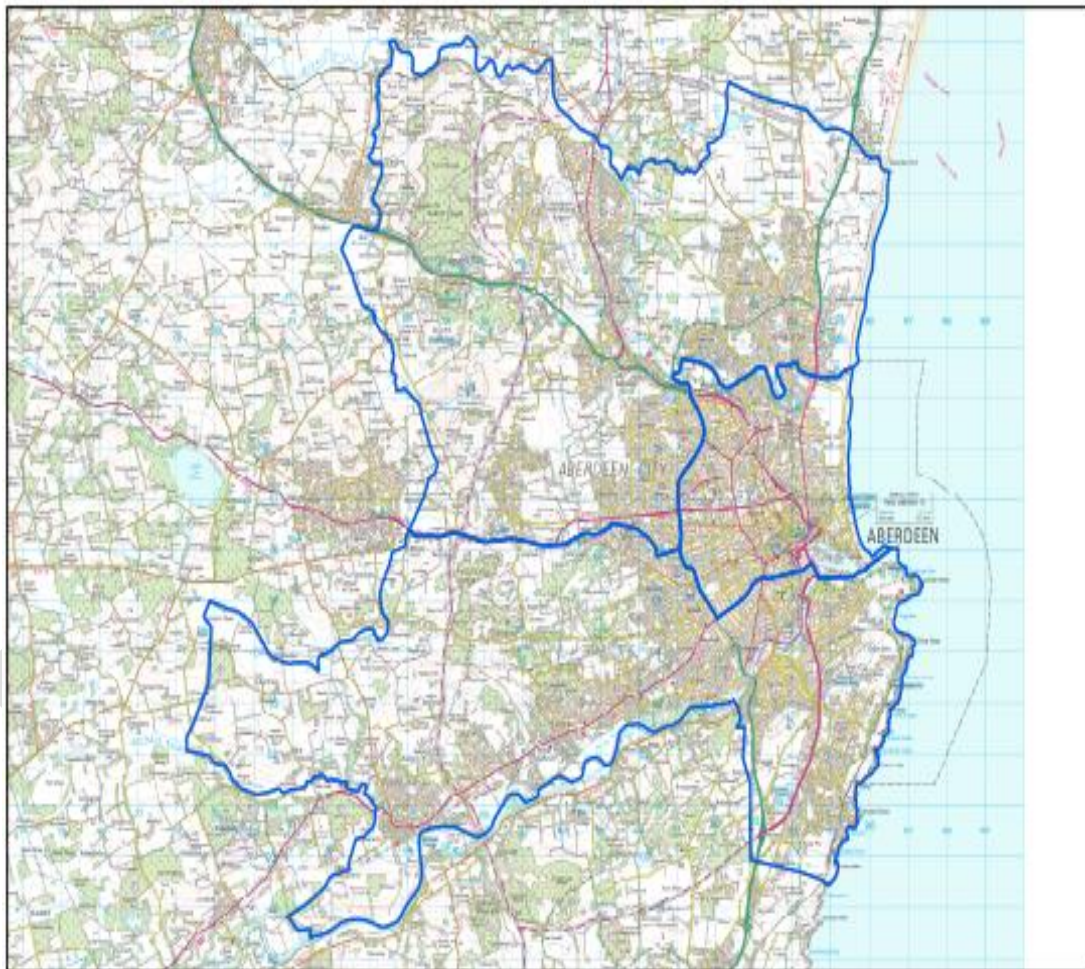


Figure 3.1 Proposed 3-Locality Model.

A recent consultation on this proposed 3-locality model produced a favourable response.

COMMITMENT: We will implement a three-locality model and in doing so, align our activities more fully with those of the Community Planning Aberdeen locality model.

¹⁶ <http://www.legislation.gov.uk/asp/2014/9/contents/enacted>

3.5.2 A significant proportion of our services are delivered by our partners in the third, independent and housing sectors. We recognise the positive relationships that many organisations in these sectors have with the people who use their services and their carers, and the wider connections that they have with our local communities.

The depth and resilience of the relationships that we have with these many different organisations is important to us. Market fragility can cause uncertainty and unexpected change to the detriment of the organisations who are delivering services, their staff members and those people who use services and, in some cases, depend on them.

We strongly believe that a well-supported and well-resourced care provision will be better placed to make a significant contribution towards a more stable health and care environment and the development of enhanced models of care. **Our Market Facilitation Statement**¹⁷ shows how we will seek to develop the sustainability of our valued providers.

COMMITMENT: We will refresh our Market Facilitation Statement and develop an Action Plan showing how we will support our local care provision.

¹⁷ <https://www.aberdeencityhscp.scot/globalassets/strategic-commissioning-implementation-plan.pdf>

4. Our Enablers

Our enablers are those fundamental elements which we require to support the development of, in order to facilitate the attainment of our strategic objectives.

- **empowered staff**
- **principled commissioning**
- **digital transformation and**
- **sustainable finance**

It is a good and positive thing to develop these in their own right as well as because of the positive contribution that they make to our portfolio of activities.

4.1 Empowered staff. Our staff groups across the health, social care, third, independent and housing sectors are pivotal to our aspirations. We accept that there is a strong relationship between people's experiences of using our health and social care services and the morale of staff who deliver those services.

Valuing our staff and empowering them all to work as positively and collaboratively as possible will be crucial to our desire to deliver safe, caring, responsive and effective health and social care services. Collaborative leadership will provide the supports that our staff need to flourish but for this to be evident we will increase opportunities for integrated leadership development to help our leaders work more collaboratively

Recruitment and retention of staff is a real challenge in different parts of the partnership and it is likely that new roles and new working practices will be needed as we move towards more anticipatory and preventative approaches. We have significant opportunities to work collaboratively with our local regional college and universities to be truly innovative in how we recruit, develop and retain our staff across all sectors and job roles.

We are mindful that organisational cultures can be a barrier to change and are keen to reconcile these so that different professions and staff groups understand each other's roles, responsibilities and perspectives more fully. We have many partner organisations in the city who are very effective in training and developing their workforce. We will consider how best to support those activities and give some thought to how we can apply the learning outcomes to other sectors and care settings. Positive engagement with professional and regulatory bodies and trade union representatives will be of value to our workforce ambitions.

We strongly believe that fair work is work that offers effective voice, opportunity, security, fulfilment and respect to our workforce across all sectors. Balancing the rights and responsibilities of our employer organisations and workers will generate

benefits at an individual and organisational level and also more widely across our communities. The IJB has previously endorsed the Ethical Care Charter¹⁸ and incorporating this charter in the commissioning of our care at home services will make a significant contribution to addressing particular challenges in the delivery of care experienced by that workforce. We recognise that we need to offer similar supports to other elements of our workforce.

COMMITMENT: We will promote a culture of compassionate and collaborative leadership that seeks to encourage staff to flourish in their job role and to empower them to do the right thing from a person-centred perspective.

4.2 Principled Commissioning. Our approach to commissioning is one which views it as collaborative decision-making that generates a broader and more innovative range of options about how to achieve shared outcomes.

The commissioning of services will be one of the most important functions undertaken by the partnership as it seeks to ensure that all services enhance the quality of life for the individuals and their carers now and in the future. We recognise that it will be most effective if it is done in partnership with intended users, families, communities and other agencies that have an interest in the continued wellbeing of our local population.

- Commissioning is undertaken for outcomes (rather than for services)
- Commissioning decisions are based on evidence and insight and consider sustainability from the outset
- Commissioning adopts a whole systems approach
- Commissioning actively promotes solutions that enable prevention and early intervention
- Commissioning activities balance innovation and risk
- Commissioning decisions are based on a sound methodology and appraisal of options
- Commissioning practice includes solutions co-designed and co-produced with partners and communities
- Commissioning is evaluated on outcomes and social and economic return on investment

Figure 3.2 Commissioning Principles.

Self-directed support (SDS) options will continue to be a key element of our personalised approach given that it enables people to have more informed choice and flexibility over their care and support. We are very aware that having more

¹⁸ <http://www.unison-scotland.org/unisons-ethical-care-charter/>

people commissioning and controlling their own care through the use of individual budgets or direct payments will require consistent and accurate information that clearly, without the use of jargon, explains the options and opportunities that are available to them.

All our commissioning will be done in a way that is respectful of the appropriate legislation, mindful of known best practice such as the **Ethical Care Charter**¹⁹, and sensitive to the needs of our local care provision. We will not adopt a uniform one-size-fits-all commissioning approach but instead strive to be sensitive to age, wellbeing and complexity of need.

COMMITMENT: Each and every commissioning decision that we make will be capable of being explained in the context of the strategic objectives and priorities set out in this Strategic Plan.

4.3 Digital Transformation. Digital technology is key to transforming our health and social care services across the partnership so that we can be truly person-centred, enabling and effective.

We appreciate that it is easy to get frustrated at what appears to be a lack of progress in introducing digital solutions especially when technology plays such a central and important part of our lives in so many other ways.

There are significant opportunities to introduce digital solutions across all sectors and services. We look forward to that future date when digital services are an integral part of everything we do and have become not only the first point of contact with health and care services for many people but also how they will choose to engage with us on an ongoing basis.

COMMITMENT: We will work closely with our digital partners in the local authority, health board and Scottish Government as well as with our many other partners across the partnership to ensure a seamless, co-ordinated approach to this digital transformation of how we deliver our services.

4.4 Sustainable finance. In the next few years we will have to address the very real and significant challenge of health and social care budgets most likely reducing in real terms while the demand for services increases. To achieve our objective of optimising the health, wellbeing and independence of people to live at home for as long as is reasonably practicable, we need to look at how we manage our resources to deliver the best value for the individuals who use our services, their carers and their communities.

¹⁹ <http://www.unison-scotland.org/unisons-ethical-care-charter/>

A medium-term financial strategy (MTFS) has been developed to pull together into one document all the known factors affecting the financial sustainability of the partnership over the medium term. This strategy will establish the estimated level of resources required by the partnership to operate its services over the next five financial years given the possible demand pressures and funding constraints that we are likely to experience.

Implementing this strategy will assist in delivering the ambitions and priorities of the partnership's Strategic Plan, maximise the use of our available resources and improve our strategic financial planning across the medium term.

Included in Table 3 below is the level of budget pressure the IJB will face after assumptions have been made in terms of the level of income likely to be received from partners. The budget pressures identified include provision for pay awards, Scottish Living Wage uplifts, demographic projections and prescribing inflation. To offset these anticipated pressures, the IJB has identified key 'financial saving' workstreams and has set provisional targets (in brackets) to be delivered from these.

	2019-20 £'000	2020-21 £'000	2021-22 £'000	2022-23 £'000
Budget Pressures (year on year)	6,452	6,749	6,304	6,623
Workstreams to reduce financial pressure:				
Efficiency Savings	(1,150)	(1,650)	(1,650)	(1,650)
Transformation	(1,458)	(1,487)	(1,517)	(1,547)
Medicines Management	(1,000)	(1,000)	(1,000)	(1,000)
Service Redesign	(2,844)	(2,612)	(2,137)	(2,426)
Shortfall	0	0	0	0

Table 3 ACHSCP MTFS Budget Pressures and Workstreams

We are committed to making the best use of our resources to deliver best value in improving outcomes for people. Careful consideration is given to the allocation of financial resources to our local authority and health board partners and also to our many partner agencies who deliver commissioned services.

We will always seek to invest in those functions and services which can demonstrate a positive impact on the health and wellbeing of the individuals who use their services and an alignment with the ambitions and priorities of our Strategic Plan.

There will be times however when disinvestment options will be considered because of not-so-good impact, weak alignment and poor value for money. Our investment/disinvestment decisions whatever they are, will always be rooted in the sustainability of our local market and the delivery of our Strategic Plan. We hope that any changes can be as a result of planned service reviews or known commissioning cycles, but we accept that there will be times when circumstances arise that present us with an opportunity to reconsider the appropriate allocation of resources.

Our focus on transformation will continue. We recognise the very real challenge of asking our staff to contribute to the transformation of our services whilst at the same time asking them to ensure an ongoing consistency of the day-to-day operation. We recognise that there is a national and a local desire to see the evidence of the impact of our innovative activities and services. Our evaluation framework provides that assurance.

COMMITMENT: We will develop our performance reporting to show how effective our financial resource allocation has been in fulfilling desired health and wellbeing outcomes.

5. How will we know we are making a difference

5.1 We remain committed to our ambition of being recognised as one of the highest performing partnerships in Scotland for our effective performance across all sectors and services. Our service delivery will, without exception, be safe, effective, responsive, caring and well-led.

Our emphasis will always be on fulfilling outcomes. Ensuring that personal, organisational and national outcomes are linked in a coherent manner will be central to the successful implementation of a partnership-wide outcomes-focused approach.

The **National Performance Framework**²⁰ is a single framework to which all public services are aligned. It sets out a vision of national wellbeing across a range of economic, health, social and environmental factors. The nine **National Health and Wellbeing Outcomes**²¹ are high-level statements of what we are trying to achieve as a partnership. A core set of indicators are aligned with the different outcomes to show us the progress we are making in delivering person-centred, high-quality, integrated services and fulfilling the ambitions and priorities set out in our Strategic Plan.

5.2 Our Annual Performance Report shows how well we have performed as a partnership in working towards and fulfilling our operational objectives and the national outcomes. Future annual reports will also comment on how well we have fulfilled the objectives and priorities set out in this plan.

We are determined to be recognised as a partnership that works closely with our citizens, staff, unpaid carers and our partner agencies in the third, independent and housing sectors to fulfil the vision and ambitions of this strategic plan.

²⁰ <http://nationalperformance.gov.scot/>

²¹ <https://www.gov.scot/Topics/Health/Policy/Health-Social-Care-Integration/National-Health-WellbeingOutcomes>

Objectives	Priorities	Commitments	Health & Wellbeing Outcomes	National Performance Framework
Prevention	<p>Promote positive mental health and wellbeing.</p> <p>Address the factors that cause inequality in outcomes in and across our communities.</p> <p>Reduce alcohol and drug-related harm.</p>	<p>We will produce a Mental Health strategy and Action Plan showing how we will promote positive mental health and wellbeing and support those who are on a recovery journey.</p> <p>We will actively contribute to reducing known health inequalities in the health and wellbeing of our local population.</p> <p>We will support the Alcohol and Drug Partnership in delivering actions to reduce substance related harm.</p>	<ul style="list-style-type: none"> • people are able to look after & improve their own health & wellbeing & live in good health for longer • people are able to live, as far as reasonably practicable, independently & at home • people who use health and social care services have positive experiences of those services & have their dignity respected 	<ul style="list-style-type: none"> • we live longer, healthier lives • we have tackled the significant inequalities in Scottish society.
Resilience	<p>Promote and support self-management and independent living for individuals.</p> <p>Value and support unpaid carers.</p>	<p>We will continue to invest in our 'Promoting self-management and building community capacity' transformation portfolio.</p> <p>We will support our unpaid carers to identify as carers, to manage their caring role, to be involved in the planning of services for the cared-for person and to have a life alongside</p>	<ul style="list-style-type: none"> • health & social care services are centred on helping to maintain or improve the quality of lives of people who use those services 	<ul style="list-style-type: none"> • we live in well-designed, sustainable places where we are able to access the amenities and services we need

<p>Right Care, Right Place, Right Time</p>	<p>Reshape our primary care sector.</p> <p>Shift the balance of care from the acute health sector</p> <p>Develop our palliative and end of life care provision</p>	<p>We will implement fully our Primary Care Improvement Plan.</p> <p>We will support and implement as appropriate the local Unscheduled Care Essential Actions Plan developed with our partner agencies.</p> <p>We will review our current palliative and end of life care provision and develop an action plan to fulfil the strategic framework vision.</p>	<ul style="list-style-type: none"> • health & social care services contribute to reducing health inequalities • people who provide unpaid care are supported to look after their own health & wellbeing • people using health and social care services are safe from harm 	<ul style="list-style-type: none"> • we have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others • our public services are high quality, continually improving, efficient and responsive to local people's needs respectively
<p>Connections</p>	<p>Enable our citizens to have opportunities to maintain their wellbeing and take a full and active role in their local community.</p> <p>Counter the perception of loneliness and isolation experienced by all age groups.</p>	<p>We will develop a co-ordinated engagement plan for all of the partnership's activities and initiatives with our client and patient groups, communities and localities.</p> <p>We will develop the social capital of our partnership across all sectors and services.</p>	<ul style="list-style-type: none"> • people who work in health and social care services feel engaged with the work they do and are supported to continuously improve the information, support care and treatment they provide • resources are used effectively and efficiently in the provision of health and social care services 	<ul style="list-style-type: none"> • our people are able to maintain their independence as they get older and are able to access appropriate support when they need it
<p>Community</p>	<p>Enable our citizens to have opportunities to maintain their wellbeing and take a full and active role in their local community.</p>	<p>We will implement a three-locality model and in doing so, align our activities more fully with those of the Community Planning Aberdeen locality model.</p>	<ul style="list-style-type: none"> • resources are used effectively and efficiently in the provision of health and social care services 	

	Develop a diverse and sustainable care provision.	We will refresh our Market Facilitation Statement and develop an Action Plan showing how we will support our local care provision.		
Safe, Effective, Responsive, Caring, Well-Led				

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