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

Town House,
ABERDEEN 27 May 2019

CAPITAL PROGRAMME COMMITTEE

The Members of the **CAPITAL PROGRAMME COMMITTEE** are requested to meet in **Committee Room 2 - Town House** on **MONDAY, 3 JUNE 2019 at 2.00 pm.**

FRASER BELL
CHIEF OFFICER - GOVERNANCE

B U S I N E S S

NOTIFICATION OF URGENT BUSINESS

1.1 Notification of Urgent Business

DETERMINATION OF EXEMPT BUSINESS

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

DECLARATIONS OF INTEREST

3.1 Declarations of Interest (Pages 5 - 6)

DEPUTATIONS

4.1 Deputations where requested

MINUTES OF PREVIOUS MEETINGS

- 5.1 Minute of Previous Meeting of 19 March 2019 (Pages 7 - 10)

COMMITTEE BUSINESS PLANNER

- 6.1 Committee Planner (Pages 11 - 16)

NOTICES OF MOTION

- 7.1 There are none at this time

COMMITTEE BUSINESS

Capital Programme

- 8.1 Aberdeen Art Gallery RES/19/274 (Pages 17 - 26)
- 8.2 Provost Skene's House RES/19/275 (Pages 27 - 34)
- 8.3 The Event Complex Aberdeen (TECA) RES/19/277 (Pages 35 - 44)
- 8.4 Union Terrace Gardens RES/19/259 (Pages 45 - 56)
- 8.5 Summerhill New Council Housing RES/19/276 (Pages 57 - 62)
- 8.6 ELC Northfield Cummingspark Nursery RES/19/280 (Pages 63 - 70)
- 8.7 ELC - Seaton Nursey RES/19/281 (Pages 71 - 80)
- 8.8 ELC Tillydrone Nursery RES/19/278 (Pages 81 - 88)

Annual Report

- 8.9 Annual Committee Effectiveness Report GOV/19/246 (Pages 89 - 104)

EXEMPT/CONFIDENTIAL BUSINESS

- 9.1 There are no items of exempt or confidential business

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DECLARATIONS OF INTEREST

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.

CAPITAL PROGRAMME COMMITTEE

ABERDEEN, 19 March 2019. Minute of Meeting of the CAPITAL PROGRAMME COMMITTEE. Present:- Councillor Boulton, Convener; Councillor Lumsden, Vice-Convener; and Councillors Donnelly (as substitute for Councillor Sellar), Flynn (as substitute for Councillor Jackie Dunbar), Graham, McLellan, Malik (as substitute for Councillor Laing), Nicoll and Yuill.

DECLARATIONS OF INTEREST

1. Members were requested to intimate any declarations of interest in respect of the items on the agenda, thereafter, Councillor Yuill declared an interest in item 6.1, (item 7 on the Business Planner) by virtue of his position as a Council appointed Director of Robert Gordon's College and advised that if there was any significant discussion in relation to the item that he would leave the meeting at that point.

The Committee resolved:-

to note the declaration of interest.

MINUTE OF PREVIOUS MEETING OF 23 JANUARY 2019

2. The Committee had before it the minute of its previous meeting of 23 January 2019.

The Committee resolved:-

to approve the minute as an accurate record.

BUSINESS PLANNER

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

In response to questions relating to the content of the monitoring reports for the capital projects, the Director of Resources advised that the reports would contain progress against key milestones and would highlight any risks identified with the project. He further advised that as the projects were completed the Committee would receive Post Project Evaluation reports and Post Occupancy Evaluation reports to enable members to review progress in the delivery of the capital programme.

In response to a question relating to which Committee would receive a report on the Proposed works to Inchgarth Community Centre, the Director for Resources advised that he would determine if a report would be submitted to a Committee and if not expected, that a Service update in relation to the project would be submitted to the appropriate Committee.

CAPITAL PROGRAMME COMMITTEE
19 March 2019

In response to a question relating to the Harlaw Road Pavilion, the Chief Officer Corporate Landlord advised that there were ongoing discussions with Sport Aberdeen and a third party in relation to the site and that a report would be submitted to the City Growth and Resources Committee in September 2019.

The Committee resolved:-

- (i) to note the information provided by the Director of Resources relating to the content of the monitoring reports for each of the capital projects which would be presented to the Committee;
- (ii) to note that the Business Planner would be populated with the list of projects to be reported at each committee cycle;
- (iii) to note that the Committee would receive on a quarterly basis the dashboard relating to capital projects;
- (iv) in relation to item 1 (Heat Network Torry – Phase 1) to note that the business case was not included in the report before Council on 4 March and that this item would transfer to the City Growth and Resources Committee and that the Director of Resources would determine which committee cycle the report would be presented to that Committee;
- (v) in relation to item 4 (Delays in Milltimber Primary School Capital Project) to request that the information be included in the monitoring report that would be submitted to this Committee;
- (vii) in relation to item 5 (Review of Community Facilities in Garthdee) to note that the item would remain on the business planner for a further cycle to enable the Director of Resources to determine the reporting route for the item;
- (viii) in relation to item 8 (Harlaw Road Pavilion Business Case) to note the update provided by the Chief Officer Corporate Landlord and that the item would transfer to the City Growth and Resources Committee and reported in September 2019;
- (ix) to note that the following items would transfer to the City Growth and Resources Committee in line with the amended Terms of Reference for the Committee's: item 2 (South College Street Corridor Improvement Business Case), item 10 (Introduction of a Cycle Hire Scheme), item 12 (Review of School Estate);
- (x) to note that the following items would transfer to the City Growth and Resources Committee with monitoring reports being submitted to this Committee in line with the amended business planner: item 13 (Business Case for Berryden Corridor), item 15 (School Business Cases); item 16 (Queen's Square as Part of the Masterplan); item 17 (St Peter's School – Long Term Education Provision); and
- (xi) to note that the following items of business would be removed from the planner due to decisions taken at the Council Budget meeting on 5 March 2019: item 3 (Strategic Energy Services Company Business Plan), item 6 (ELC Expansion Programme Phase 1) and item 7 (Schoolhill Public Realm Enhancement);
- (xii) to note that item 18 (City Centre Masterplan – Union Terrace Gardens) would be removed from the planner in line with the Council Budget decision on 5 March and that monitoring reports on the project would be submitted to this Committee; and
- (xiii) to otherwise note the content of the business planner.

CAPITAL PROGRAMME COMMITTEE
19 March 2019

- **MARIE BOULTON, Convener**

CAPITAL PROGRAMME COMMITTEE
19 March 2019

	A	B	C	D	E	F	G	H	I
1	CAPITAL PROGRAMME COMMITTEE BUSINESS PLANNER The Business Planner details the reports which have been instructed by the Sub Committee as well as reports which the Functions expect to be submitting for the calendar year.								
2	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3			03 June 2019						
4	Annual Committee Effectiveness Report	To present the annual effectiveness report for the Committee.	A report is on the agenda	Karen Finch	Governance	Governance	GD 7.4		
5	Aberdeen Art Gallery	To report on the progress of the delivery of the Aberdeen Art Gallery Project	A report is on the agenda	John Wilson	Capital	Resources	Remit 1.1		
6	Union Terrace Gardens	To report on the progress of the delivery of the Union Terrace Gardens Project	A report is on the agenda	Tara Gavan	Capital	Resources	Remit 1.1		
7	Provost Skene House	To report on the progress of the delivery of the Provost Skene House Project	A report is on the agenda	Colin Doig	Capital	Resources	Remit 1.1		
8	Summerhill Housing Development	To report on the progress of the delivery of the Summerhill Housing Development	A report is on the agenda	Tim Bailey	Capital	Resources	Remit 1.1		
9	TECA	To report on the progress of the delivery of the TECA Project.	A report is on the agenda	Andrew Win	Capital	Resources	Remit 1.1		
10	ELC Northfield Cummingspark Nursery	to update the committee on the progress of Northfield Cummings Park Nursery. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Scottish Governments commitment to expand funded early learning and childcare from 600 hours to 1140 hours by 2020.	A report is on the agenda	Colin Kemp	Capital	Resources	Remit 1.1		
11	ELC Seaton Nursery	To update the committee on the progress of Seaton Nursery. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Scottish Governments commitment to expand funded early learning and childcare from 600 hours to 1140 hours by 2020.	A report is on the agenda	Colin Kemp	Capital	Resources	Remit 1.1		

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2									
12	ELC Tillydrone Nursery	To update the committee on the progress of Tillysrone Nursery. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Scottish Governments commitment to expand funded early learning and childcare from 600 hours to 1140 hours by 2020.	A report is on the agenda	Colin Kemp	Capital	Resources	Remit 1.1		
13			12 September 2019						
14	Joint Energy from Waste Project Contract Award	Council on 4 March 2019 agreed (xvii) to instruct the Chief Officer Capital to report back on a six monthly basis with a progress report to the Capital Programme Committee, with the first report being the meeting on 12 Septemebr 2019.		John Wilson	Capital	Resources	Remit 1.1		
15	Fleet Replacement Programme	To provide an update to Committee on the fleet replacement programme.		William Whyte	Operations and Protective Services	Operations	Remit 1.1		
16	Updated Loirston Development Framework 2019 – Supplementary Guidance in support of the Local Development Plan 2017	This report outlines the updated Loirston Development Framework 2019, prepared as a strategy for the future development of land identified in the Aberdeen Local Development Plan (ALDP) 2017 as OP59, OP60 and OP61.		Rebecca Kerr	Strategic Place Planning	Place	Remit 2		
17	Countesswells Primary School	To report on the progress of the delivery of Countesswells Primary School		Bill Watson	Capital	Resources	Remit 1.1		
18	Milltimber Primary School	To report on the progress of the delivery of Milltimber Primary School		Susan McLaughlin	Capital	Resources	Remit 1.1		
19	Tillydrone Primary School	To report on the progress of the delivery of Tillydrone Primary School		Susan McLaughlin	Capital	Resources	Remit 1.1		
20	Torry Primary School	To report on the progress of the delivery of Torry Primary School		Bill Watson	Capital	Resources	Remit 1.1		

	A	B	C	D	E	F	G	H	I
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2									
21	ELC - Duthie Park	to update the committee on the progress of Duthie Park. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Scottish Governments commitment to expand funded early learning and childcare from 600 hours to 1140 hours by 2020.		Colin Kemp	Capital	Resources	Remit 1.1		
22	ELC - Tullos School	to update the committee on the progress of Tullos School. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Scottish Governments commitment to expand funded early learning and childcare from 600 hours to 1140 hours by 2020.		Colin Kemp	Capital	Resources	Remit 1.1		
23	ELC East Torry Nursery	to update the committee on the progress of East Torry Nursery. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Scottish Governments commitment to expand funded early learning and childcare from 600 hours to 1140 hours by 2020.	A report is on the agenda	Colin Kemp	Capital	Resources	Remit 1.1		
24	ELC - Westpark School	to update the committee on the progress of Westpark School. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Scottish Governments commitment to expand funded early learning and childcare from 600 hours to 1140 hours by 2020.		Colin Kemp	Capital	Resources	Remit 1.1		
25	ELC - Kingsford School	to update the committee on the progress of East Torry Nursery. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Scottish Governments commitment to expand funded early learning and childcare from 600 hours to 1140 hours by 2020.		Colin Kemp	Capital	Resources	Remit 1.1		

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2									
26	ELC - Quarryhill School	to update the committee on the progress of Quarryhill School. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Scottish Governments commitment to expand funded early learning and childcare from 600 hours to 1140 hours by 2020.		Colin Kemp	Capital	Resources	Remit 1.1		
27	ELC - Middlefield Community Hub	to update the committee on the progress of the Middlefield Community Hub. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Scottish Governments commitment to expand funded early learning and childcare from 600 hours to 1140 hours by 2020.		Colin Kemp	Capital	Resources	Remit 1.1		
28	ELC - Northfield Community Centre	to update the committee on the progress of Northfield Community Centre. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Scottish Governments commitment to expand funded early learning and childcare from 600 hours to 1140 hours by 2020.		Colin Kemp	Capital	Resources	Remit 1.1		
29	ELC - Woodside School	to update the committee on the progress of Woodside School. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Scottish Governments commitment to expand funded early learning and childcare from 600 hours to 1140 hours by 2020.		Colin Kemp	Capital	Resources	Remit 1.1		
30			14 November 2019						
31	South College Street	To report on the progress of the delivery of the South College Street Corridor Improvement Project.		Alan McKay	Capital	Resources	Remit 1.1		
32	Torry Heat Network	To report on the progress of the delivery of the Torry Heat Network Project.		Bill Watson	Capital	Resources	Remit 1.1		
33			TBC						

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
34	Review of Community Facilities in Garthdee - NOM Cllrs Yuill and Townson	Council 15/03/17 referred the terms of the motion to Communities, Housing and Infrastructure Committee. " In light of the Administration's commitment to build 2,000 houses by 2022, to instruct the Interim Director of Communities, Housing and Infrastructure to bring forward to the earliest committee a further report on the feasibility of the Council investing in Council housing on the site of the Kaimhill Outdoor Sports Centre".	Capital Programme Committee 12/09/18 The Committe agreed to separate the issues into two entries. The second report will be to address the use of the former outdoor centre for council houses. This will be addressed in the detailed proposals for 200 houses in due course.	Stephen Booth	Corporate Landlord/ Early Intervention and Community Empowerment	Resources/ Customer	Remit 1.1		

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ABERDEEN CITY COUNCIL

COMMITTEE	Capital Programme Committee
DATE	3 June 2019
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Aberdeen Art Gallery Progress Report
REPORT NUMBER	RES/19/274
DIRECTOR	Steve Whyte
CHIEF OFFICER	John Wilson
REPORT AUTHOR	John Wilson
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

The purpose of this report is to update the committee on progress of the delivery of Aberdeen Art Gallery leading up to the expected opening of the new Aberdeen Art Gallery. The target date for opening is currently late Autumn 2019.

2. RECOMMENDATION(S)

That the Committee:-

- 2.1 Note the current on-going works leading to an opening of the new Art Gallery in late Autumn 2019.
- 2.2 Instruct the Chief Officer Capital to provide a further update on progress at the next Capital Programme Committee in September 2019.

3. BACKGROUND

City Transformation

- 3.1 Aberdeen City Council is leading the most significant transformation in the city's history. The project described in this report is just one of several jewels in a new cultural crown.

- 3.2 Unprecedented levels of investment are enhancing historic venues and delivering new world-class facilities.
- 3.3 In 2019 the redeveloped Aberdeen Art Gallery – already home to work by artists such as Sir Francis Bacon and Claude Monet – will re-open and The Event Complex Aberdeen (TECA), a 12,500-capacity venue, will be launched.
- 3.4 Union Terrace Gardens is being revitalised, enriching the city’s green heart for generations to come, while the sympathetic restoration of Provost Skene’s House as a contemporary visitor attraction will celebrate the vision and ingenuity of our people and the city region’s continuing global influence.
- 3.5 The iconic Music Hall has been refurbished and the regenerated Broad Street, animated by a dancing fountain, flanked by the award-winning Marischal Square and the magnificent Marischal College, has given the city centre a new stage.
- 3.6 2019: the year of Aberdeen’s renaissance. Refer to Appendix 1

Project Introduction

- 3.7 The revitalised gallery complex (comprising the Art Gallery, Cowdray Hall and Remembrance Hall) will be the city’s key cultural venue, creating an exceptional centre for music and art in the centre of the city.
- 3.8 Architectural interventions, including a passenger lift, have improved access for all and increased connectivity across the site, whilst retaining the unique character of the buildings. Enhanced visitor facilities include two destination cafes and two sales points selling a unique retail assortment.
- 3.9 Due to the increase in size (from 11 collection galleries to 21) more of Aberdeen’s outstanding collections will be on display, interpreted in fresh new ways, including widespread use of digital technology, for visitors of different ages and from diverse backgrounds.
- 3.10 A varied and engaging programme of exhibitions and events is planned, including opportunities to see world-class exhibitions. The creation of an additional 500m² for special exhibitions will enable a vibrant programme of 10 exhibitions a year with a complementary programme of weekly talks and events. The new ground floor learning space and top floor seminar room will enhance the learning opportunities for all ages.

Main Works

- 3.11 The principal contractor for the main works McLaughlin & Harvey (MCLH) was awarded a practical completion certificate on 14 February 2019.

- 3.12 Attached to the award letter was a list of 'snagging works' which have been agreed to be closed out post practical completion. This is normal practice in relation to capital works of this significance.
- 3.13 There are a small number of distinct main works work packages which are being taken forward by officers. The sequencing of these work packages is such that they will be delivered to align with the current planned fit-out works and overall project programme. This work is progressing well with several works already completed.

Fit-Out Works

- 3.14 Leading up to the fit-out, following a procurement exercise the Contractor named Robertson was appointed to act as principal contractor during the fit-out period.
- 3.15 The fit-out works involve a significant number of small contractors to deliver a range of specialised works, such as carpentry, audio visual, display cabinets, etc.
- 3.16 The fit-out works are expected to be complete by June/July 2019.

Art Works Installation

- 3.17 By mid-May 2019, as the fit-out works are expected to be well advanced the Aberdeen City Council museums team will begin the installation of the collections of artworks and artefacts.

Schoolhill, Public Realm Phase 1

- 3.18 The external paving works at the main entrance to the Art Gallery are being taken forward in a separate contract. These works extend from Blackfriars Street to the Robert Gordon College (RGC) main entrance.
- 3.19 These works will commence in early June 2019 for a period of circa 10 weeks.
- 3.20 The timing of the paving works is planned to avoid the Robert Gordons College exam period and mitigate the traffic impact the paving works would have with school drop off/pick up traffic.
- 3.21 The works are also being taken forward in close collaboration with the events team. There aren't any planned events which would impact on the paving works during the above planned construction period. These works will be complete prior to the Art Gallery officially opening

Summary

- 3.22 In summary, working in close collaboration, both the main contract snagging works and fit-out works are being taken together in tandem and are planned to be complete during the summer months. Aligning with these works the artworks and artefacts are now being removed from storage and installed within the new art gallery.

3.23 The intention is to firm up with a definitive opening date of the new Art Gallery in the coming weeks. This would allow the planning for a launch event later in the year.

4. FINANCIAL IMPLICATIONS

4.1 The capital budget for the Art Gallery project for 2019/20 was updated by Council in March 2019.

4.2 The capital budget for the Art Gallery project is £34.632m. This has 3 distinct funding sources; Aberdeen City Council, Heritage Lottery Funding and Private donations. Any shortfall in the budget from either the Heritage Lottery Funding or Private donations will be underwritten by the Council.

Gross Budget	Spend to date
£34.6m	£27.8m

4.3 The overall philanthropic fundraising target is £20M of which £13,814,329.37 has been raised to date. This comprises £10M from the Heritage Lottery Fund (referred to above) and £3,814,329.37 from other trusts and grant-awarding organisations and public donations.

4.4 The remaining funds will be raised through a combination of working with corporate prospects, high net worth individuals, trusts and foundations and visitor donations, including opportunities for the public to be involved in supporting the Art Gallery Redevelopment by becoming a Founder Patron or purchasing one of the other fundraising offer such as purchasing a Cowdray Hall chair.

4.5 The final expenditure can only be confirmed once all the project works are complete. A key element in achieving this will be reaching an agreed financial settlement with the main works contractor. This is related to their claims for delays. Further details are contained in section 5.

5. LEGAL IMPLICATIONS

5.1 Following a successful adjudication which found in favour of the Employer (ACC) the main works contractor (MCLH) raised an action at the Court of Session in April 2018 regarding on-going contractual claims for delays. This action is currently sisted (on hold) for six months. Officers from legal services will continue to monitor matters in order to protect ACC's position.

5.2 MCLH have since submitted further additional claims to the Council's contract administrator (Hoskins Architects) for their consideration. Both contractual

parties are currently working constructively together to try and reach a financial agreement to resolve the outstanding issues.

6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	Inability to agree financial settlement with the main works contractor	L/M	Continue to update spend profile based on construction programme and monitor. Conduct negotiation with Contractor to substantiate all additional costs.
Legal	Legal challenge	M	The valuation for claims for additional costs has been undertaken with procurement and legal support. Informal meetings are being held with the Contractor to agree a final figure which will incorporate a review of their supporting information. Officers from legal services are monitoring matters in order to protect ACC's position. Officers have access to expert legal advice from construction law specialist lawyers should that be required.
Employee	None	L	Not applicable.
Customer	Poor communications with stakeholders and users of the new art gallery.	L	Close collaboration is being maintained with media colleagues and other Chief Officers who have a direct interest in the project as well as Robert Gordon's College.
Environment	None	L	Not applicable.

Technology	Steady State	L	Contract parties are working together to close out the small number of galleries which still exhibit steady state issues.
Reputational	Failure to open the art gallery in late autumn 2019 will further damage the reputation of the Council	L	This is being managed through external construction project management as well as contract management structures within the Council's capital cluster.

7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
Prosperous Economy	<p>The delivery of the new art gallery will help to grow Aberdeen as a city of learning that empowers people and communities to put lifelong learning at the heart of their civic and cultural identities. It will be a major tourist attraction in the heart of the city centre.</p> <p>This will be developed in the coming weeks to align with the launch event.</p>
Prosperous People	<p>The Council is committed to improving the key life outcomes of all people in Aberdeen City. The access to the new art gallery will provide opportunities to understand and appreciate the culture and history of the city as well as appreciating other art artefacts from across the world. There are rooms allocated within the building to offer the opportunity for schools and groups to use as workshops and learning opportunities.</p>
Prosperous Place	<p>The Council is committed to ensuring that Aberdeen is a welcoming place to invest, live and visit and operate to the highest environmental standards. The new art gallery contributes to this objective.</p>

Enabling Technology	The new art gallery will provide the potential for enabling people to learn and develop themselves in ways that meet their needs, interests and ambitions.
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Design Principles of Target Operating Model	
	Impact of Report
Customer Service Design	None.
Organisational Design	None.
Governance	None.
Workforce	There will be new staff opportunities within the new art gallery regarding catering/shop facilities.
Process Design	None.
Technology	None.
Partnerships and Alliances	The funding for the project is part funded by donations from the Heritage Lottery Fund and the wider public. The support to date has been positive and all funders look forward to the opening event.

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 applicable.

9. BACKGROUND PAPERS

None.

10. APPENDICES (if applicable)

11. REPORT AUTHOR CONTACT DETAILS

John Wilson
Chief Officer Capital
JohnW@aberdeencity.gov.uk
01224 523629

Capital Projects - Culture



TECA



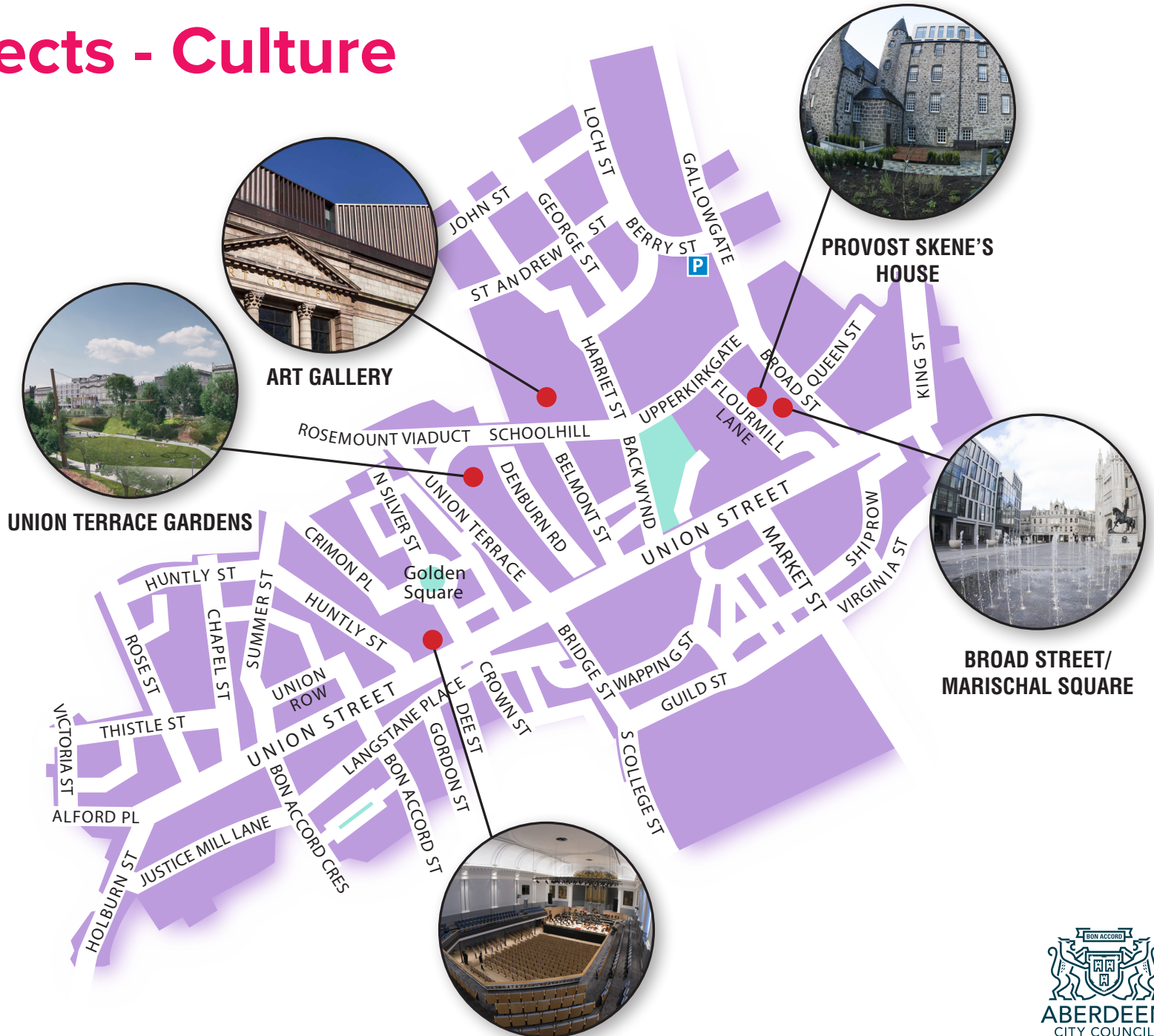
UNION TERRACE GARDENS



ART GALLERY



MUSIC HALL



PROVOST SKENE'S HOUSE



**BROAD STREET/
MARISCHAL SQUARE**

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ABERDEEN CITY COUNCIL

COMMITTEE	Capital Programme
DATE	3 June 2019
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Provost Skene's House progress report
REPORT NUMBER	RES/19/275
DIRECTOR	Steven Whyte, Director of Resources
CHIEF OFFICER	John Wilson, Chief Officer, Capital
REPORT AUTHOR	Colin Doig, Senior Architect
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

To update the Committee on the progress of works to refurbish Provost Skene's House.

2. RECOMMENDATION(S)

That the Committee:

- 2.1 Notes the progress achieved in the procurement of Provost Skene's House refurbishment,
- 2.2 Instruct the Chief Officer Capital to provide a further update on progress at the next Capital Programme Committee in September 2019,

3. BACKGROUND

City Transformation

- 3.1 Aberdeen City Council is leading the most significant transformation in the city's history. The project described in this report is just one of several jewels in a new cultural crown.

- 3.2 Unprecedented levels of investment are enhancing historic venues and delivering new world-class facilities.
- 3.3 In 2019 the redeveloped Aberdeen Art Gallery – already home to work by artists such as Sir Francis Bacon and Claude Monet – will re-open and The Event Complex Aberdeen (TECA), a 12,500-capacity venue, will be launched.
- 3.4 Union Terrace Gardens is being revitalised, enriching the city’s green heart for generations to come, while the sympathetic restoration of Provost Skene’s House as a contemporary visitor attraction will celebrate the vision and ingenuity of our people and the city region’s continuing global influence.
- 3.5 The iconic Music Hall has been refurbished and the regenerated Broad Street, animated by a dancing fountain, flanked by the award-winning Marischal Square and the magnificent Marischal College, has given the city centre a new stage.
- 3.6 2019: the year of Aberdeen’s renaissance. Refer to Appendix 1

Project Introduction

- 3.7 The works include repairs to the building fabric to ensure it is wind and watertight, repair/replace roofs as necessary, carry out structural repairs, and install new mechanical and electrical systems for the proposed fit-out of the ‘Hall for Heroes’ which was a public vote to determine the most popular local characters to be featured within Provost Skene’s House.
- 3.8 Provost Skene’s House is a celebration of what Aberdeen as a city has given to the world, looking at important Aberdonians through history but also providing a chance for visitors to the House to see current iconic figures from the city.
- 3.9 It will deliver a revitalised building, preserving a much-loved historic asset in the heart of the city and making it fit for the future. The displays and interactives will extend and enhance the cultural offer for local residents and visitors to Aberdeen, particularly families and young adult audiences.
- 3.10 The refurbishment of Provost Skene’s House is seen as an integral part of the cultural renaissance of Aberdeen and shall compliment the recently refurbished Music Hall, Aberdeen Arts Gallery and newly built TECA to offer new cultural experiences within the City and expand on existing venues and experiences.

Current Status

- 3.11 Listed Building Consent was granted on 24th December 2018
- 3.12 Building Warrant was granted on 10th September 2018
- 3.13 It is expected that the construction contract will be awarded in early June 2019.

Programme Milestones

- 3.14 The programme milestones throughout the delivery will be determined by the successful contractor's programme. At this stage of pre-award, all that can be stated is it is envisaged that the works will be complete by Autumn 2020 when the new facility will be open to the public.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications arising from the recommendations of this report. The refurbishment contract shall be awarded following the receipt of a fixed price quotation for the cost of the necessary scaffolding.

Gross Budget	Spend to date
£3.8m	£0.5m

5. LEGAL IMPLICATIONS

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

6. MANAGEMENT OF RISK

- 6.1 There are construction and budgetary risks when dealing with such an old building; the primary one is that we are dealing with the unknown.
- 6.2 When the works commence to disturb the existing external and internal fabric of the building there is a significant risk that we may uncover some challenges in the form of unusual or unexpected issues. This could range from dry rot, wet rot through to structural issues of the building.
- 6.3 Only upon opening the building up, shall these issues be uncovered. This is normal practice when working on old buildings and issues are expected to be revealed.

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	Overspend due to unforeseen works as detailed in 6.1	L	Reduce the scope of works.

Legal	Statutory maintenance	L	Carry out necessary works.
Employee	Health and Safety	L	Appropriate Health and Safety measures put in place.
Customer	Disruption to Marischal Square development	L	Discussions and agreements with CBRE on access/egress, site area.
Environment	Noise/dust during the construction phase	L	Keep use of power tools to a minimum/use suitable dust suppression systems as necessary.
Technology	Lack of connectivity within Provost Skene's House	L	Introduce interactive displays and allow for new technology/connectivity within the building
Reputational	Overrun of project, disruption to stakeholders	L	This will be managed through external construction project management as well as contract management protocols within the Council's capital cluster.

7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
Prosperous Economy	<p>The refurbishment of Provost Skene's House shall provide another City Centre visitor attraction which shall increase footfall of the City Centre thereby supporting the local economy. Regional Economic strategy</p> <p>Internationalisation Delivery and marketing of cultural, heritage and tourism attractions of national significance, and of international standard (existing and new assets)</p> <p>LOIP</p> <p>Stretch outcome 1: 10% increase in employment across priority and volume growth sectors by 2026 – diversification of the economy, including tourism; and Improving investment into Aberdeen and Aberdeen businesses.</p>

Prosperous People	<p>The Council is committed to improving the key life outcomes of all people in Aberdeen City. The re-opening of Provost Skene’s House shall provide Aberdeen with another important, historical and educational facility.</p> <p>LOIP</p> <p>Stretch outcome 7. Child Friendly City which supports all children to prosper and engage actively with their communities by 2026.</p>
Prosperous Place	<p>The Council is committed to ensuring Aberdeen is a welcoming place to invest, live and visit. The re-opening of Provost Skene’s House contributes to this objective.</p> <p>LOIP</p> <p>Stretch outcome 1: 10% increase in employment across priority and volume growth sectors by 2026 – diversification of the economy, including tourism; and Improving investment into Aberdeen and Aberdeen businesses.</p> <p>City Centre masterplan - Making more of the heritage and special identity of the place, particularly under the “Made in Aberdeen” strand – <i>“Aberdeen has a rich heritage and strong local traditions. As it evolves in the 21st century the city centre needs to retain its Distinctiveness / foster the local character and distinctiveness of Aberdeen, exploiting the unique identity of the city in terms of its fine granite architecture, local produce (agricultural, seafood and whisky), literary connections, musical creativity, art and design. The approach should also be outward looking with regard to the increasingly international nature of the city and the potential for cross cultural outputs.”</i></p>
Enabling Technology	<p>The refurbished Provost Skene’s House will provide the potential for enabling people to learn about new technology through the adoption of new media and interactive tools which form part of the internal fit-out.</p>

Design Principles of Target Operating Model	
	Impact of Report
Customer Service Design	<p>Community consultation does align to networking, communication and learning opportunities that support customer service design e.g. early intervention and prevention and are aligned to good customer service.</p>
Organisational Design	<p>This promotes quality relationships between the citizens of Aberdeen and the Council. This is a core</p>

	aspect of the interim structure of the Early Intervention and Community Empowerment structure and culture.
Governance	This continues robust management of the assets of Aberdeen City Council.
Workforce	This development should align with workforce principles e.g. flexibility and empowerment.
Process Design	The works to preserve Provost Skene's House shall safeguard the future of this historic building.
Technology	The use of new technology shall achieve future longevity of the fabric of Provost Skene's House.
Partnerships and Alliances	Building Services, Roads, Police Scotland, CBRE, Historic Environment Scotland, Building Standards, Design Team (Public Buildings), MUSE Developments along with specialist design team members have all partnered to bring this project to fruition.

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	An Equality and Human Rights Impact Assessment (EHRIA) screening has been carried out and an EHRIA is not required.
Data Protection Impact Assessment	Privacy impact assessment (PIA) screening has been undertaken and a PIA is not necessary.
Duty of Due Regard / Fairer Scotland Duty	The refurbishment of Provost Skene's House shall increase the viability of Aberdeen as a vibrant, prosperous place to live, work, visit and invest.

9. BACKGROUND PAPERS

9.1 Council 20 September 2016: Finance, policy and resource committee: report ECS/16/058.

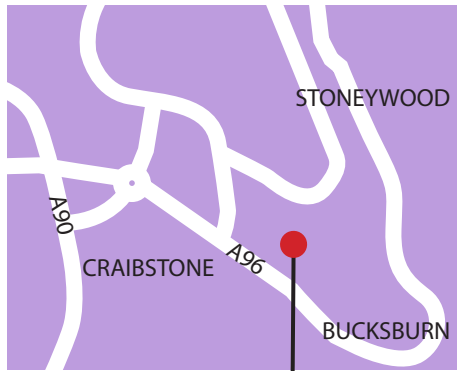
10. APPENDICES (if applicable)

Appendix 1: City Cultural Map

11. REPORT AUTHOR CONTACT DETAILS

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Capital Projects - Culture



TECA



ART GALLERY



MUSIC HALL

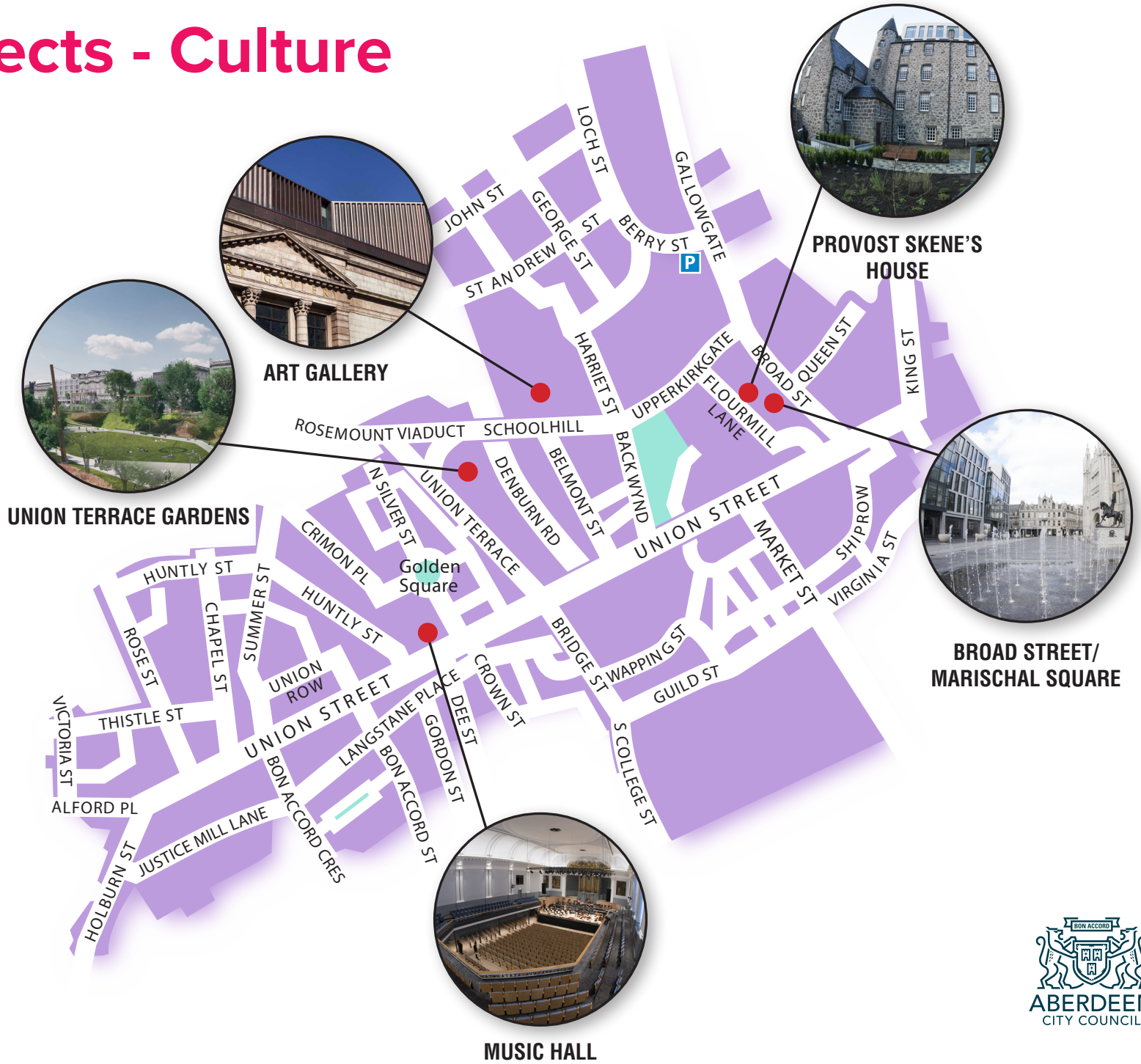


PROVOST SKENE'S HOUSE



**BROAD STREET/
MARISCHAL SQUARE**

UNION TERRACE GARDENS



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ABERDEEN CITY COUNCIL

COMMITTEE	Capital Programme Committee
DATE	3 June 2019
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	The Event Complex Aberdeen Project Update
REPORT NUMBER	RES/19/277
DIRECTOR	Steve Whyte
CHIEF OFFICER	John Wilson
REPORT AUTHOR	Andrew Win
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

To report the progress of The Event Complex Aberdeen (TECA) project, including milestones achieved to date, next steps and to summarise continuing risks associated with the project.

2. RECOMMENDATION(S)

That Committee: -

- 2.1 Note the milestones achieved to date for the project and those that remain, to ensure a successful opening later in the year;
- 2.2 Note the financial position for the project; and
- 2.3 Instruct the Chief Officer Capital to provide a further update on progress at the next Capital Programme Committee in September 2019.

3. BACKGROUND

City Transformation

- 3.1 Aberdeen City Council is leading the most significant transformation in the city's history. The project described in this report is just one of several jewels in a new cultural crown.

- 3.2 Unprecedented levels of investment are enhancing historic venues and delivering new world-class facilities.
- 3.3 In 2019 the redeveloped Aberdeen Art Gallery – already home to work by artists such as Sir Francis Bacon and Claude Monet – will re-open and The Event Complex Aberdeen (TECA), a 12,500-capacity venue, will be launched.
- 3.4 Union Terrace Gardens is being revitalised, enriching the city’s green heart for generations to come, while the sympathetic restoration of Provost Skene’s House as a contemporary visitor attraction will celebrate the vision and ingenuity of our people and the city region’s continuing global influence.
- 3.5 The iconic Music Hall has been refurbished and the regenerated Broad Street, animated by a dancing fountain, flanked by the award-winning Marischal Square and the magnificent Marischal College, has given the city centre a new stage.
- 3.6 2019: the year of Aberdeen’s renaissance. Refer to Appendix 1

Project Introduction

- 3.7 TECA is a key element of business infrastructure needed to promote Aberdeen as a World Energy City and the Energy Capital of Europe. The development has been identified as a key deliverable of the Regional Economic Strategy.
- 3.8 In March 2015, Council unanimously approved the business case for the new Aberdeen Exhibition and Conference Centre (AECC) and the redevelopment of the existing AECC site. Officers have worked with its development partner – Henry Boot Developments (HBD) to obtain detailed planning permission, finalise the legal development agreements, secure investment funding and procure Robertson Construction Group to undertake the construction works.
- 3.9 The TECA development provides: -
 - A new exhibition and conference centre that consist of a 12,500 -capacity arena, 6,000 square metres (sq.m) of conferencing and meeting room space, 48,000 sq.m of flexible exhibition space, restaurant, 7 food and beverage outlets and 16 VIP boxes;
 - A 200 bed 4-star Hilton hotel;
 - A 150 bed 3½ -star Aloft by Marriott hotel;
 - An Onsite Energy Centre;
 - An Anaerobic Digestion Gas to Grid facility (AD Plant).
- 3.10 The TECA construction works began in June 2016 which had an expected build programme of three years. During this time, the project has delivered the following milestones and achievements:

▪ Demolition of existing buildings	June 2016
▪ Infrastructure works	April 2017
▪ Building structural steel	May 2017
▪ Building cladding	June 2018
▪ Mechanical and electricals works	June 2018

- Energy Centre handover and operation April 2019
- Interior finishing May 2019

3.11 Several non-construction milestones have been achieved during this period: -

- Appointment of hotel operator – Redefine BDL to operate and manage both hotels;
- Appointment of SMG Europe as operator for the TECA complex;
- Appointment of FES FM as operator of the energy centre;
- Appointed the design and build contractor for AD Plant.

3.12 HBD and Robertson are contractually obligated to deliver the development in sections and the following elements will be handed over to the Council in May and June 2019 with the final handover expected in August 2019. The Council, with support from Faithful and Gould, are monitoring progress through regular project delivery group and project board meetings: -

- the Subterranean space and Road Network May 2019
- Hotel One, Burn Corridor and Associated Infrastructure June 2019
- Hotel Two and Car Park June 2019
- the TECA building June 2019
- the Above Ground Car Park Section August 2019

3.13 The Anaerobic Digestion Gas to Grid Facility (AD Plant) is being built by Thöni Industriebetriebe. Works started in March 2019 and is scheduled to be completed in December 2019 to ensure commissioning and gas injection into the grid by the end of January 2020 in line with the original project milestones.

3.14 Since their appointment on 1 April 2017, SMG Europe as operator of the existing AECC and new TECA building, have reviewed the plans for the facility to ensure the ambition on a world class venue and the Council with its development partner, Henry Boot Developments (HBD) have made following changes to the building: -

- enhanced the audio-visual infrastructure to the exhibition halls and the conferencing facility;
- increased the conference and meeting room capacities;
- installed rigging and undertook mother grid alterations;
- installed acoustic treatment to the arena and exhibition halls;
- installed facilities to improve customer experience;
- enhanced interior design including fixtures and furniture;
- reconfigured the first floor VIP areas to include a show deck and circulation space; and
- provided increased security measures to the surrounding site.

3.15 With the project nearing completion and the sections being prepared for commissioning and handover, significant focus has been on ensuring and maintaining the build quality. The Council has agreed a detailed inspection and snagging process with HBD and their Employers Agent – Turner and Townsend (TTPM) and Faithful and Gould have been employed by the Council to act on its behalf and will make representations to TTPM.

3.16 Following handover of the TECA building in June 2019, a programme of fit-out and post contract works will be undertaken by SMG and the Council to prepare the building for two test events in August and for Offshore Europe in September.

3.17 Several events and exhibitions have been announced recently with more significant events and conference expected to be known in the next few months. A full programme of events can be found in the TECA website – www.teca.co.uk. However, even during the construction and development phases, and since the operator has been appointed, TECA is competing nationally and internationally for several events that would not be able to be secured by Scotland or Aberdeen. The following unique selling points are already apparent:

- Proximity to Aberdeen International Airport – the ability for organisers and attendees to be onsite at the TECA within minutes of their arrival at the airport;
- Proximity to the AWPR and the ability to move delegates/ attendees from the site onto the road network, and the extended catchment area of the city to Perthshire/ Dundee areas;
- SMG Europe in partnership in development of a new Convention Bureau approach to ensure that the wider hotel sector is capitalising on the Council’s investment in the TECA;
- The infrastructure onsite is not available anywhere else in the UK and, at the Scottish level, Aberdeen can now attract events that would not otherwise ‘come’ to Scotland;
- Sustainability – having an event at TECA will enable the sector to deliver its contribution to low carbon targets as a result of the AD Plant and Energy Centre. This is a key consideration in the investment decision and TECA is the most sustainable venue in the UK; and
- TECA supports both the economic diversification of the city region in the RES, into growing the value of tourism to the region; and, given its design, is an excellent example of the city’s energy transition.

4. FINANCIAL IMPLICATIONS

4.1 In May 2016, Council considered a report on the new AECC (TECA) development which included information on the Council’s financial exposure over a 35-year period and noted an estimated capital cost of £383.12 million.

Gross Budget	Spend to date (end of March 2019)
£383.12m	£325.86m

4.2 Spend to date reflects the construction stage of the project. The final expenditure can only be confirmed once all the project works are complete and the Chief Officer Capital shall provide a full financial outturn as part of the post project evaluation.

5. LEGAL IMPLICATIONS

- 5.1 The Council has entered into two hotel franchise agreements with Hilton and Marriot, as well as a hotel management agreement with Redefine BDL. The Council has also agreed a contract with SMG Europe to operate the TECA building management and an operation and management contract with FES FM to run the site's energy centre. These contracts place obligations on the Council regarding contract notification, insurance provision and pre-opening activities, which are dependent on the completion dates as described in paragraph 3.12. Officers with legal and commercial and procurement services are supporting to ensure that these obligations are managed.

6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	Increased Capital Costs	M	ACC set the maximum capital costs for TECA development as part of the development agreement with HBD. Any decisions relating to project costs will be treated as a scope change and therefore will require Project Board approval. Penalty clauses are installed in the fixed price construction contract which will incentivise to the contractor to remain on time.
	Delay in construction programme	L	
Legal	Delay in contraction programme impacting on opening dates	L	Officer's actively monitor the programme and communicate project updates to the board and hotel partners.
Employee	None		
Customer	Poor communications internally and externally	L	Regular updates and meetings carried out with appropriate officers with monthly programme status reports provided to the Strategic Asset and Capital Board.

			A communication project team has been established to keep partners and stakeholders informed of key milestones and decisions.
Environment	None		
Technology	None		
Reputational	Delay in construction programme impacting on Offshore Europe	M	Penalty clauses are installed in the fixed price construction contract which will incentivise the contractor to remain on time. Additional obligations and incentives placed on the developer and contractor to ensure early access and handover of the TECA building is handed over on 30 June 2019 to allow works to be done to enable the building to host Offshore Europe.

7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
Prosperous Economy	The TECA development is a key part of the Regional Economic Strategy and forms part of the objective to help diversify the economy in North east Scotland and promote a prosperous economy.
Prosperous People	The variety of new events and conferences which the TECA development will attract will benefit the people that live in Aberdeen.
Prosperous Place	Creating a place in which people like to live and work is key to a prosperous place. The TECA development will enable a variety of new events and conferences and will promote Aberdeen internationally as a destination for business visitors and tourists.
Enabling Technology	An objective of the TECA development is to enable new technology. The onsite energy centre uses three hydrogen fuel cells to power and heat the development. This installation is the largest in the UK.

Design Principles of Target Operating Model	
	Impact of Report
Customer Service Design	None
Organisational Design	None
Governance	None
Workforce	None
Process Design	None
Technology	None
Partnerships and Alliances	Positive – strengthening partnerships with key stakeholders to deliver services forms part of delivering the TOM.

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	A full EHRIA is not required
Data Protection Impact Assessment	Not Required
Duty of Due Regard / Fairer Scotland Duty	Not Applicable

9. BACKGROUND PAPERS

Full Council (October 2013) - EPI/13/365

Full Council (May 2014) – EPI/14/077

Full Council (March 2015) – CHI/14/045

Full Council (May 2016) - CHI/16/106

Finance, Policy & Resources (September 2017) - CHI/17/228

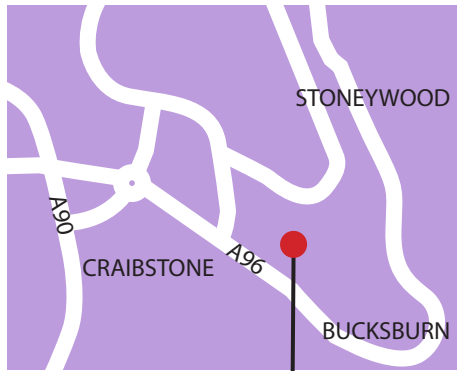
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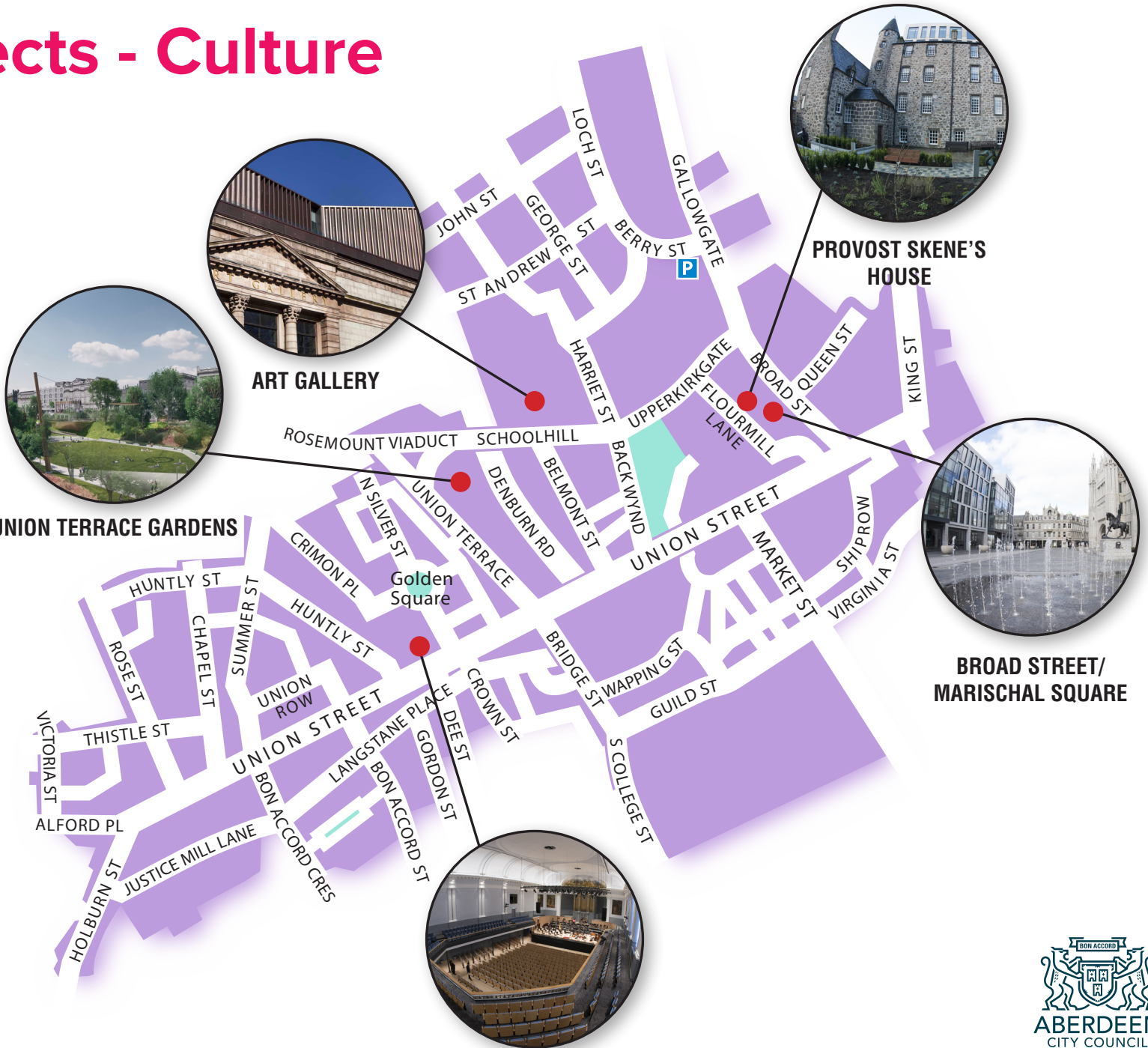
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Capital Projects - Culture



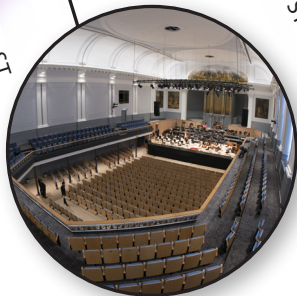
TECA



ART GALLERY

UNION TERRACE GARDENS

Golden Square



MUSIC HALL



PROVOST SKENE'S HOUSE



**BROAD STREET/
MARISCHAL SQUARE**

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ABERDEEN CITY COUNCIL

COMMITTEE	Capital Programme
DATE	3 June 2019
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Union Terrace Gardens: Project Update
REPORT NUMBER	RES/19/259
DIRECTOR	Steve Whyte- Head of Resources
CHIEF OFFICER	John Wilson- Chief Officer Capital
REPORT AUTHOR	Tara Gavan- Senior Project Officer
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

The purpose of this report is to update the committee on progress of the delivery of Union Terrace Gardens project which has an anticipated completion date in Summer 2021.

2. RECOMMENDATION(S)

That the Committee :-

- 2.1 Notes the progress achieved in the procurement of Union Terrace Gardens redevelopment.
- 2.2 Instruct the Chief Officer Capital to provide a further update on progress at the next Capital Programme Committee in September 2019.

3. BACKGROUND

City Transformation

- 3.1 Aberdeen City Council is leading the most significant transformation in the city's history. The project described in this report is just one of several jewels in a new cultural crown.
- 3.2 Unprecedented levels of investment are enhancing historic venues and delivering new world-class facilities.

- 3.3 In 2019 the redeveloped Aberdeen Art Gallery – already home to work by artists such as Sir Francis Bacon and Claude Monet – will re-open and The Event Complex Aberdeen (TECA), a 12,500-capacity venue, will be launched.
- 3.4 Union Terrace Gardens is being revitalised, enriching the city’s green heart for generations to come, while the sympathetic restoration of Provost Skene’s House as a contemporary visitor attraction will celebrate the vision and ingenuity of our people and the city region’s continuing global influence.
- 3.5 The iconic Music Hall has been refurbished and the regenerated Broad Street, animated by a dancing fountain, flanked by the award-winning Marischal Square and the magnificent Marischal College, has given the city centre a new stage.
- 3.6 2019: the year of Aberdeen’s renaissance. Refer to Appendix 1

Project Introduction

- 3.7 Union Terrace Gardens (UTG) is an impressive space located in the heart of the city centre. UTG is one of 50 projects identified within the Aberdeen City Centre Masterplan and will deliver against the eight masterplan objectives by establishing the Gardens as both a key destination and the connection to a new urban quarter at the head of the Denburn Valley. The space is being regenerated to conserve the Victorian park’s heritage while enhancing access, amenity and activity.
- 3.8 Award-winning consultancy LDA Design developed plans based on the Masterplan vision, using additional feedback gathered during a public engagement exercise. There is a need to deliver an environment which can attract new types of businesses and people, stimulate cultural activity and contribute to diversification within the tourism and leisure sector itself, and the wider economy.

Features of the scheme include:

- New accessible walkway route into the gardens from Union Street
- Lift access from Union Terrace into the upper level of the gardens through a new entrance building on Union Terrace at the existing Burns Monument
- Improved disabled parking facilities on Union Terrace directly adjacent to the new accessible walkway routes into the gardens
- Retaining the central lawn space as a flexible space for large scale gathering and events, and a new entrance opposite His Majesty’s Theatre to accommodate smaller scale events
- Reinstating the ‘grand staircase’ as a central part of the new accessible route into the gardens from Rosemount Viaduct

Works Contractor Procurement

- 3.9 The procurement strategy for the construction works for UTG, proposed by the Council’s external consultants, was to use a Design and Build Contract.

- 3.10 Following a procurement process, on 5 October 2018, one tender bid was received. Following a legal review to determine compliance against the contract's terms and conditions, the bid as submitted was deemed unacceptable as it posed significant legal, procurement and financial risks to the Council.
- 3.11 The public procurement regulations allowed, in this scenario, a move to a new procurement procedure which, without any further OJEU advert, allows a negotiation with the tenderer having submitted a bid. A period of discussion with the tenderer was taken to see if the bid could be refined to achieve an acceptable envelope of price and risk.
- 3.12 A revised tender offer was received from the bidder on 12th December 2018. Thereafter, this was subsequently amended with the most recent commercial proposal being received on 1st February 2019.
- 3.13 The project budget was approved by Council in March 2019 which then allowed the project team to finalise discussions with the preferred bidder and conclude the negotiated procedure.
- 3.14 The preferred contractor to undertake the works for the regeneration of Union Terrace Gardens is Balfour Beatty. The contractor's proposed work programme is outlined below with a detailed programme to be reported to committee in September 2019 when reporting progress.

Table 1: Key Milestones

Milestone	Indicative Timescale
Site Investigations	Completed
Planning Approval	Completed
Detailed Design - Construction Drawings & Bills of Quantities	Completed
Statutory Approvals-Common Good, Scottish Water	Completed
Letter of Intent Issued	Completed
Contractor Start	Summer 2019
Construction End	Summer 2021

- 3.15 It is noted that a key element of the project is the improvement works to Union Bridge, providing an enhanced anti-suicide deterrent. This is included within the first work packages undertaken by the contractor.

4. FINANCIAL IMPLICATIONS

Capital Costs

- 4.1 The UTG project will see the development of three new buildings and walkway structures, path network, improved events space and landscaping and restoration of Union Terrace arches and Victorian toilets.

- 4.2 The capital cost for the construction phase of the scheme is £25.7m.
- 4.3 As agreed by Council in March 2019, the project will be funded by the City Centre Masterplan, Non-Housing Capital budget.
- 4.4 There is the opportunity to collaborate with Sustrans to create active travel links around UTG and apply for further funding towards the capital costs of the paths and walkways.
- 4.5 Funding opportunities have also been identified for other elements of the project, including preservation of the listed Victorian Toilets and installation of art works. Due to time restrictions associated with external funding bodies – such as projects being completed with 12 months – it is intended that these applications will be developed in 2019/20.
- 4.6 The successful award of any external funding will result in a reduction in the net capital cost of the project to the Council.

Gross Budget	Spend to date
£28.3m	£2.2m

5. LEGAL IMPLICATIONS

Network Rail

- 5.1 Aberdeen City Council (ACC) entered into a Basic Asset Protection Agreement (BAPA) with Network Rail in October 2017 to allow ACC to carry out the proposed development of Union Terrace Gardens with Network Rails resource.

Insurance

- 5.2 In order to purify one of the conditions of the contract, Aberdeen City Council have insured the arches.

Contract

- 5.3 Aberdeen City Council will enter into a contract with Balfour Beatty for the final design and construction works for the regeneration of Union Terrace Gardens in Summer 2019.

6. MANAGEMENT OF RISK

- 6.1 There is reputational risk to the Council, and wider city centre, of not delivering the key elements of the CCMP, and specifically not responding to the demand for a regenerated UTG.

6.2 The table below provides a summary of the key risks to the project.

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	Final cost of the project exceeds project budgets	M	A detailed cost plan with bill of quantities has been prepared by the project's quantity surveyors (McLeod & Aitken). Development costs have been tested with key suppliers for robustness and confirmed through the tender process. External funding will be sought to support any overspend. To mitigate cost to the council.
	Revenue income assumptions are not achieved and there is a revenue cost pressure	M	Cautious assumptions have been made to date and a further market testing on the commercial space was undertaken by CBRE in March 2018 to get an independent assessment of the leisure, restaurant and cafe market and potential rental income in Aberdeen.
Legal	Legal Challenge	L	The construction contractor tender has been undertaken with procurement and legal support.
	Failure to reach agreement with Network Rail in respect of land acquisition/ title boundary	M	Regular meetings have been held with Network Rail and a draft agreement has been prepared.
	Failure to reach agreement with the planning authority in respect to Listed Building Consent	L	The contractor has identified this work package and will be responsible for concluding listed building consent

			with support from the novated design team.
Employee	None	L	Not Applicable
Customer	Poor communications with stakeholders and users of UTG	L	A detailed communication protocol will be established to keep stakeholders and users informed during the construction period. Further engagement with the community will be provided by appointing school children as a learning opportunity.
Environment	Unexpected site and ground conditions	M	Detailed site investigations have been undertaken in advance of construction works.
Technology	None	L	NA
Reputational	Delay in construction	M	This will be managed through external construction project management as well as contract management structures within the Council's capital cluster. However it is key to note the project spans over 2 winters which may impact the project with adverse weather conditions.

7. OUTCOMES

7.1 The potential impact of the UTG project has been considered in relation to its alignment to the Local Outcomes Improvement Plan process.

Local Outcome Improvement Plan Themes	
	Impact of Report
Prosperous Economy	By providing a more pleasant environment, this could have a commensurate benefit on footfall and

	<p>spend in the city centre. The Council has a key role in delivering specific projects that will deliver economic impacts in their own right; and the Council's corporate role in delivering wider 'business facing' activity in supporting the competitiveness of the business environment. Supporting the implementation of the City Centre Masterplan and tourism, events and culture support are key elements of the Regional Economic Strategy.</p> <p>The project will also have a positive impact on city centre employers themselves, and those operating in the retail, tourism and leisure sector. Developers and subsequent occupants / employers base their location decisions on being able to attract the best talent and skills to work in their businesses, and they recognise the positive correlation between their business competitiveness and the quality of the public realm.</p> <p>Through the investment in UTG, School hill and the Art Gallery, as well as considering the HMT and the Music Hall, the city centre will have a vibrant cultural quarter that will promote footfall and spend within the city centre.</p>
Prosperous People	<p>The project will create a safer and attractive environment for all people living in and visiting Aberdeen. Residents, workers and visitors increasingly demand a high standard for the places they are in. Under the proposals, they could feel more content in a more attractive and vibrant environment; as reported in other competing cities with similar projects.</p> <p>With more people walking and cycling in the area there could be a reduction in inactivity-related illness.</p> <p>Through the community benefit requirements of the Council's procurement process, the Council has established improved supplier access to public contracts, particularly for SMEs; maximising efficiency and collaboration; and placing the local, social and economic aspects of sustainability for the UTG project.</p>
Prosperous Place	<p>For Aberdeen to be globally competitive, the quality of the 'place', the commercial space and the public realm around it all have a role. Stakeholder engagement revealed that the 'poor state' of the</p>

	<p>City Centre is one of a number of issues identified as a common theme 'In terms of the attractiveness and marketing of the city to attract workers, visitors and investment...' and 'A high quality of life is integral to attracting and retaining the talent and investment needed to grow the economy. This sense of place, with a key emphasis on the city centre, is crucial in underpinning economic growth and essential in underpinning the necessary infrastructure requirements.'</p> <p>One of the key goals of the project is to contribute to the improvement of the city centre and improved safety, access and atmosphere.</p>
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Design Principles of Target Operating Model	
	Impact of Report
Customer Service Design	None
Organisational Design	None
Governance	None
Workforce	None
Process Design	None
Technology	None
Partnerships and Alliances	Positive

8. IMPACT ASSESSMENTS

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

9. BACKGROUND PAPERS

CHI/17/048 - City Centre Masterplan Project EN10: Union Terrace Gardens – Outline Design, Business Case, Development Costs and Procurement Strategy

OCE/15/021 - Aberdeen City Centre Masterplan and Delivery Programme

CCMP and Delivery Plan

http://www.aberdeencity.gov.uk/council_government/shaping_aberdeen/City_Centre_Masterplan.asp

10. APPENDICES (if applicable)

Appendix 1: City Cultural Map

11. REPORT AUTHOR CONTACT DETAILS

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Capital Projects - Culture



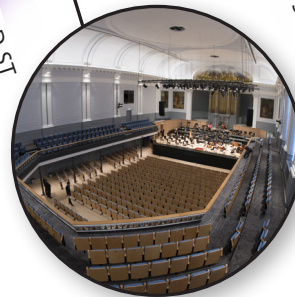
TECA



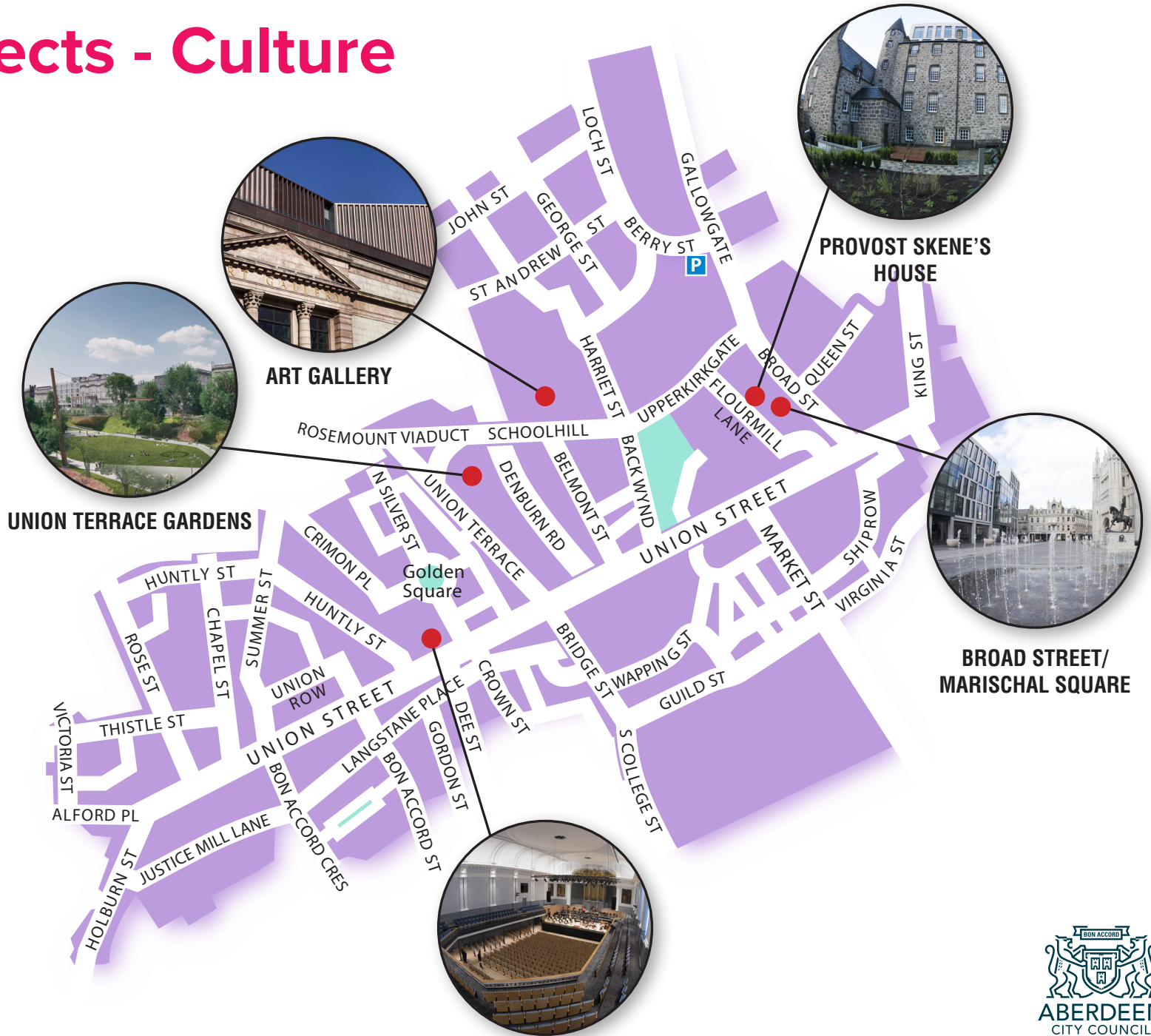
UNION TERRACE GARDENS



ART GALLERY



MUSIC HALL



PROVOST SKENE'S HOUSE



**BROAD STREET/
MARISCHAL SQUARE**

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ABERDEEN CITY COUNCIL

COMMITTEE	Capital Programme
DATE	3 June 2019
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Summerhill new build Council housing progress report
REPORT NUMBER	RES/19/276
DIRECTOR	Steven Whyte, Director of Resources
CHIEF OFFICER	John Wilson, Chief Officer Capital
REPORT AUTHOR	John Wilson, Chief Officer Capital
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

To update the Committee on progress of the Summerhill new build Council housing project.

2. RECOMMENDATION(S)

That the Committee:

- 2.1 notes the progress achieved in the procurement of the Summerhill new build Council housing project, and
- 2.2 Instructs the Chief Officer Capital to provide a further update on progress at the next Capital Programme Committee in September 2019.

3. BACKGROUND

Project Introduction

- 3.1 At its budget meeting on 6 March 2018 the Council resolved, “to instruct the Director of Resources to report back to the City Growth and Resources Committee on 19 June 2018 with business cases for the delivery of 2,000

Council houses in conjunction with private developers, as appropriate, working within an affordable capital investment sum of £250 million and that each business case must demonstrate the long term affordability and sustainability of the Council's Housing Revenue Account."

- 3.2 At its meeting on 23 May 2018, this Committee agreed to proceed with the Summerhill site as a Council house build project to deliver 369 homes consisting of 1,2 and 3 bedroomed flatted apartments for social rent based on the current design proposals and that this be added to the capital programme.
- 3.3 The Council at its Budget Meeting on 5 March 2019 gave approval for the Chief Officer – Capital, to award the contract for the Summerhill procurement to develop the site as detailed in the report.
- 3.4 The Summerhill project will set the standard for the Council's new build housing programme providing an enhanced living environment and improved choice for local people.

Works Proposals

- 3.5 The development comprises 8 blocks of flats using 2 principle block forms to maximise daylighting and solar gain. These blocks are set in a hierarchy of quality open space designed with a network of paths to maximise access to all residents.
- 3.6 Direct access is provided to the Lang Stracht thereby improving accessibility to public transport into the City. Along with quality open space, all flats benefit from having either a private balcony space or juliet balcony with east, south or west aspect to maximise amenity value.
- 3.7 The project benefits from full Fibre To The Premises (FTTP) into each flat provided by British Telecom in addition to a separate landlord duct into each flat to improve digital connectivity options including the potential for other providers, eg City Fibre. Three car club spaces with cars are also included.
- 3.8 The proposed heating systems using Combined Heat & Power (CHP) by Aberdeen Heat and Power assists the Council in reducing its carbon footprint and will also make a major contribution to reducing fuel poverty for residents. Opportunities for men's sheds, Early Learning Centre programmes, Amazon lockers etc will be explored where appropriate.
- 3.9 The construction contract will include a comprehensive programme of Community Benefits with a total of 104 outcomes which will be monitored and reported on a quarterly basis. This includes apprenticeships, short and medium term school placements, school, further and higher education engagement activities.

- 3.10 It is proposed to set up a local resident's association to encourage local representation and participation in the future management and maintenance of the development. Events to engage with local Small to Medium Enterprises (SME) and 3rd sector organisations are planned including "meet the buyer" events to assist and stimulate the local supply chain.
- 3.11 It is proposed to set up a small 'project group' with local school children and community representatives to oversee this programme. The Community Benefits programme for Summerhill sets a template for future new build Council housing projects.

Current status

- 3.12 A single tender was submitted to the Council and a considerable amount of work has progressed on final design in order to achieve viability.
- 3.13 The site was transferred from the Council's General Fund to the Housing Revenue Account (HRA) prior to 31 March 2019. Initial site preparation works comprising removal of trees has taken place in readiness for a main contract site start.

Headlines / key issues of the moment

- 3.14 A proposal to change the phasing of the construction of the eight blocks to achieve economies in the construction process with resultant costs savings is being considered resulting in an approximate 3 year build period.
- 3.15 The tenderer has advised an alternative contractor design foundation solution for the site, the merits of which are also being investigated along with potential cost savings. Additional site investigations have recently been carried out to inform these proposals.
- 3.16 In parallel with the above, a feasibility study is being carried out along with Aberdeen Heat and Power to investigate the potential for changing from individual combi gas boilers to a district heating or Combined Heat and Power solution. This will make a major contribution to carbon reductions and additional savings in terms of life cycle costs. Subject to viability, it is expected that this work will be included within the proposed main contract.
- 3.17 An updated business case will be required based on the total project costs taking into account the final position on the final design. The business case will be required to demonstrate viability and funding proposals for the project. An approach may be made to the Scottish Government for funding support.
- 3.18 Given the changes to project design and specification, especially in relation to foundation design, it is prudent to allow these issues to be purified before awarding a construction contract in order to mitigate against potential claims.

3.19 To support the delivery of the overall capital housing programme a project management team have been appointed from Faithful & Gould. This was done utilising an existing procurement framework.

Interdependencies update

3.20 The project includes a new culvert connection to the Denburn. This was previously to be carried out independently of the main housing contract. However the decision has been taken to include this within the main new build housing contract to assist with planning and coordination and to achieve economies.

4. FINANCIAL IMPLICATIONS

4.1 There are no direct financial implications arising from the recommendations of this report. The construction contract will be awarded following completion of the updated business case and proven viability.

4.2 The construction cost for the Summerhill project is still being negotiated with the single bidder.

4.3 The total project cost is supported by funding from the following sources:

- (a) Public Works Loan Board borrowing
- (b) Second homes Council tax discount
- (c) Developer contributions for affordable housing
- (d) Scottish Government funding (to be applied for)

Gross Budget	Spend to date
TBC	£4.8m

4.4 The spend to date includes land price and design team costs.

5. LEGAL IMPLICATIONS

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

6. MANAGEMENT OF RISK

6.1 There are no direct risks arising from the recommendations of this report.

7. OUTCOMES

Local Outcome Improvement Plan Themes
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	Impact of Report
Prosperous Economy	The construction programme for new Council housing will support the local economy, employment and training during a period of relative subdued construction activity, especially in the housing and commercial sectors.
Prosperous People	The Council is committed to improving the key life outcomes of all people in Aberdeen City. The availability of affordable housing contributes to this objective by providing choice and opportunities which would otherwise not be available.
Prosperous Place	The Council is committed to ensuring that Aberdeen is a welcoming place to invest, live and visit and operate to the highest environmental standards. The availability of affordable housing contributes to this objective.
Enabling Technology	The Council recognises that enabling technology is central to innovative, integrated and transformed public services. There are no direct implications arising from the recommendations in this report. However all houses to be delivered by this programme will promote the Council's digital connectivity objectives by providing private landlord ducting into each property to allow landlord controlled installations. FTTP (fibre to the premises) will be provided via external suppliers.

Design Principles of Target Operating Model	
	Impact of Report
Customer Service Design	Tenant consultation does align to networking, communication and learning opportunities that support customer service design e.g. early intervention and prevention, data management and are aligned to good customer service.
Organisational Design	This promotes quality relationships between tenants and the Council - a landlord. This is a core aspect of the interim structure of the Early Intervention and Community Empowerment structure and culture.
Governance	This continues robust management of the HRA account.
Workforce	Housing Revenue Account should align with workforce principles e.g. flexibility and empowerment.
Process Design	Housing Revenue Account should be effective in enabling the most efficient method to provide housing to the 22,000 tenancies
Technology	Housing Revenue Account priorities should

	maximise effective use of technology.
Partnerships and Alliances	Housing Revenue Account priorities should maximise the opportunity benefit of partnering eg rapid rehousing.

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	An Equality and Human Rights Impact Assessment (EHRIA) in connection with the Council housing building programme has been carried out on 11.4.2018 based on report no RES/18/006.
Data Protection Impact Assessment	Privacy impact assessment (PIA) screening has been undertaken and a PIA is not necessary.
Duty of Due Regard / Fairer Scotland Duty	The new Council House Building Programme will improve and increase choices for households in meeting their housing needs in this sector of the housing market.

9. BACKGROUND PAPERS

- 9.1 Council 6 March 2018: Draft Housing Revenue Account Budget and Housing Capital Budget 2018/19 to 2022/23: report no CG/18/030.
- 9.2 Capital Programme 23 May 2018: Shaping Aberdeen Housing LLP – Referral from City Growth and Resources: report no RES/18/006.
- 9.3 Council 5 March 2019: Housing Revenue Account Budget 2019/20: report no RES/19/202.

10. APPENDICES (if applicable)

11. REPORT AUTHOR CONTACT DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Capital Programme Committee
DATE	03 June 2019
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Northfield Cummings Park Nursery Progress Report
REPORT NUMBER	RES/19/280
DIRECTOR	Steve Whyte
CHIEF OFFICER	John Wilson
REPORT AUTHOR	Colin Kemp
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

The purpose of this report is to update the committee on the progress of Northfield Cummings Park Nursery. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Council's commitment to expand funded early learning and childcare from 600 hours to 1,140 hours by 2020.

2. RECOMMENDATION(S)

That the Committee: -

- 2.1 Note that this project forms part of the overall Aberdeen City Council's Early Learning and Childcare Expansion Programme of works.

3. BACKGROUND

- 3.1 The Council is committed to expanding the provision of funded early learning and childcare from 600 hours to 1140 hours by 2020. The expansion should prioritise a high-quality experience for the child to capitalise on the significant contribution that Early Learning and Childcare can make to a child's development and to closing the poverty related attainment gap.

- 3.2 All Local Authorities were asked to develop an Early Learning and Childcare (ELC) Delivery Plan to guide expansion plans. The Aberdeen City Plan highlights a focus on the provision of outdoor learning to support wellbeing, on accessibility to increase uptake, on delivery of Family Learning to fully capitalise on the expansion programme and on the provision of a 'localised offer' to meet the needs of families within each community.
- 3.3 In September 2017 the Education & Children's Services Committee endorsed a provisional ELC Delivery Plan which detailed three proposed phases of work.

Site Assessments

- 3.4 Following confirmation of the Early Learning and Childcare Capital Allocation to Aberdeen City Council Hub North Scotland were appointed to carry out a site assessment of various locations in the Northfield / Cummings area.
- 3.5 The site assessments concluded a site on Granitehill Road addressed the majority of the project's objectives.
- 3.6 Following a review by Operations a new site was chosen adjacent to the Quarry Centre and Cummings Park Community Centre.

Design Development

- 3.7 Following the decision at the Council Budget meeting on 5th March 2019 appointments have been issued to the appropriate consultants to progress the design and undertake all necessary procurement exercises to deliver the project in accordance with the Early Learning and Childcare expansion programme and in accordance with the principals of the specific Capital Grant award.

Consultation

- 3.8 Prior to the Council meeting in March consultations were held with stakeholders, as part of the design development further consultation will be carried out with stakeholders.

Programme Milestones

Key Milestone	Programmed Date
Design Sign off by Client	May 2019
Issue Tender	October 2019
Site Start Date	December 2019
Completion Date	September 2020

4. FINANCIAL IMPLICATIONS

- 4.1 The Northfield Cummings Park Nursery project forms part of the overall Aberdeen City Council's Early Learning and Childcare Expansion Programme of works funded by Scottish Governments Early Learning and Childcare Capital Allocation to Aberdeen City Council.
- 4.2 All costs associated with the design, procurement and construction of project will be funded from the Scottish Government Early Learning and Childcare Multi-Year Revenue and Capital Grants awards
- 4.3 All staffing and other support costs associated with the ELC Delivery Plan will be funded from the Early Learning and Childcare revenue grant funding allocation for 2019-20 to 2021-22.
- 4.4 Currently tender returns across the public sector have had variances of up to 30%

Allocated Budget from the Capital Grant		Change Orders	Estimated Final Account
£2.4m	Estimated cost based on client brief	£0.00	£2.4m

5. LEGAL IMPLICATIONS

- 5.1 All Local Authorities will have a duty to provide 1140 hours of Early Learning and Childcare for eligible two-year olds and all three and four year olds by 2020. This project forms part of the ELC Delivery Plan that will help Aberdeen City Council manage the transformational change necessary to deliver expanded services by 2020.

6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	The expansion of funded Early Learning and Childcare will require very careful budget monitoring and financial planning to mitigate the risk of funding being insufficient to realise the expansion.	M	Cost checks will be carried out throughout the design stage to monitored estimates against the allocated budget. These will also be reported monthly to the ELC Programme Board.

Legal	The risk of not being in a position to offer sufficient 1140 hours places from August 2020 as require by the Children and Young People (Scotland) Act 2014.	M	This is being mitigated through early planning, clear governance arrangements and close working between teams across Aberdeen City Council to ensure that the expansion of Early Learning and Childcare is being planned for across all teams
Employee	Not being able to recruit sufficient numbers of Practitioners to support the delivery of the Expansion is a high risk.	M	A detailed workforce development plan has been included within the Delivery Plan. This plan includes the establishment of an Early Learning and Childcare Academy to increase the number of practitioners and also increase the number of routes into the profession to ensure that the risk remains low.
Customer	There are significant benefits for families who will be able to use the extended hours to enable them to return to employment or access training. There is a need to undertake research to determine how best to design services that will have the greatest impact on children and families to ensure that we maximise the reach of the expansion.	L	The Education Service will support this work to identify the features of expanded provision most likely to improve outcomes for vulnerable families to ensure that we capitalise on the opportunities offered through this expansion to directly improve outcomes for children and families. Intergenerational approaches will be supported wherever possible due to the significantly positive impact this has on all parties. This approach will ensure that the risk remains low.
Environment	Environmental assessments will be considered prior to confirming any sites for expansion or extension and feasibility studies will be undertaken where appropriate	L	This level of scrutiny and by following of Aberdeen City Council's Building Performance Policy will ensure that environmental risks remain low.
Technology	There is a risk that technology is not in place to support the transformation and particularly the 'funding follows the child' model being advocated.	L	Work is on-going across The Scottish Government and The Northern Alliance to mitigate this risk to ensure it remains low.
Reputational	The reputational risk of not being in a position to offer sufficient 1140 hours places to meet demand from August 2020.	M	This is being mitigated through early planning, clear governance arrangements and close working between teams across Aberdeen City Council to ensure that the expansion of Early Learning and Childcare is being planned for across all teams.

7. OUTCOMES

Local Outcome Improvement Plan Themes
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	Impact of Report
Prosperous Economy	The project outlined in this report is part of Aberdeen City Council's Early Learning and Childcare (ELC) Expansion Programme. The expansion of ELC requires an investment in our Early Years Estate as well as an investment in staffing to ensure we are providing high quality provision that meets the needs of children and families in all localities. To this end, the proposals within the report support the delivery of LOIP Stretch Outcome 1 – 10% increase in employment across priority and volume growth sectors by 2026. The investment in our estate is interlinked with the investment in our workforce. To staff the expanding estate the Early Years team will contribute to the diversification of the local economy by offering flexible pathways into the Early Years Sector and increasing the number of people employed in this growth sector.
Prosperous People	The proposal within this report supports the LOIP Stretch Outcome 3 – 95% of children (0-5 years) will reach their expected developmental milestones by the time of their child health reviews by 2026. The project(s) outlined in this report will be designed to support outdoor learning and the free flow of direct access to the outside environment. Outdoor learning, exercise and play benefits pre-school children by encouraging them to be physically active. This will help address many of the health challenges outlined in the LOIP. Children will have daily access to outdoor play and will regularly experience outdoor play in a natural environment as part of their ELC funded offer. Outdoor learning will significantly contribute to a child's development and wellbeing.
Prosperous Place	The proposals within this report support the delivery of LOIP Stretch Outcome 13 – No one in Aberdeen will go without food due to poverty by 2026. To deliver the 1140 funded hours necessitates the building of several new ELC settings and a reconfiguration and extension of current provision. Increasing the accessibility of provision will contribute to transforming the lives of families across Aberdeen City. There are gaps in the provision in our three Priority Areas, which are home to the highest proportion of pre-school children and the highest concentration of families living in poverty. Every child attending a funded early learning and childcare (ELC) session will receive a healthy meal. The accessibility of provision will lead to an increase in the uptake of the ELC funded offer and help ensure that no child in ELC will go hungry.
Enabling Technology	

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	
Data Protection Impact Assessment	
Duty of Due Regard / Fairer Scotland Duty	<p>The Duty of Due Regard applies to all pupils in receipt of early learning and childcare provided under section 47 of the Children and Young People (Scotland) Act 2014</p> <p>The proposals have considered inequalities of outcomes for those pupils experiencing them and plans to address them and comply with the (Education (additional support for learning) (Scotland) Act 2004 Section 3B.</p>

9. BACKGROUND PAPERS

Item 10.02 Early Learning and Childcare Delivery Plan; Education and Children's Services Committee 14th September 2017

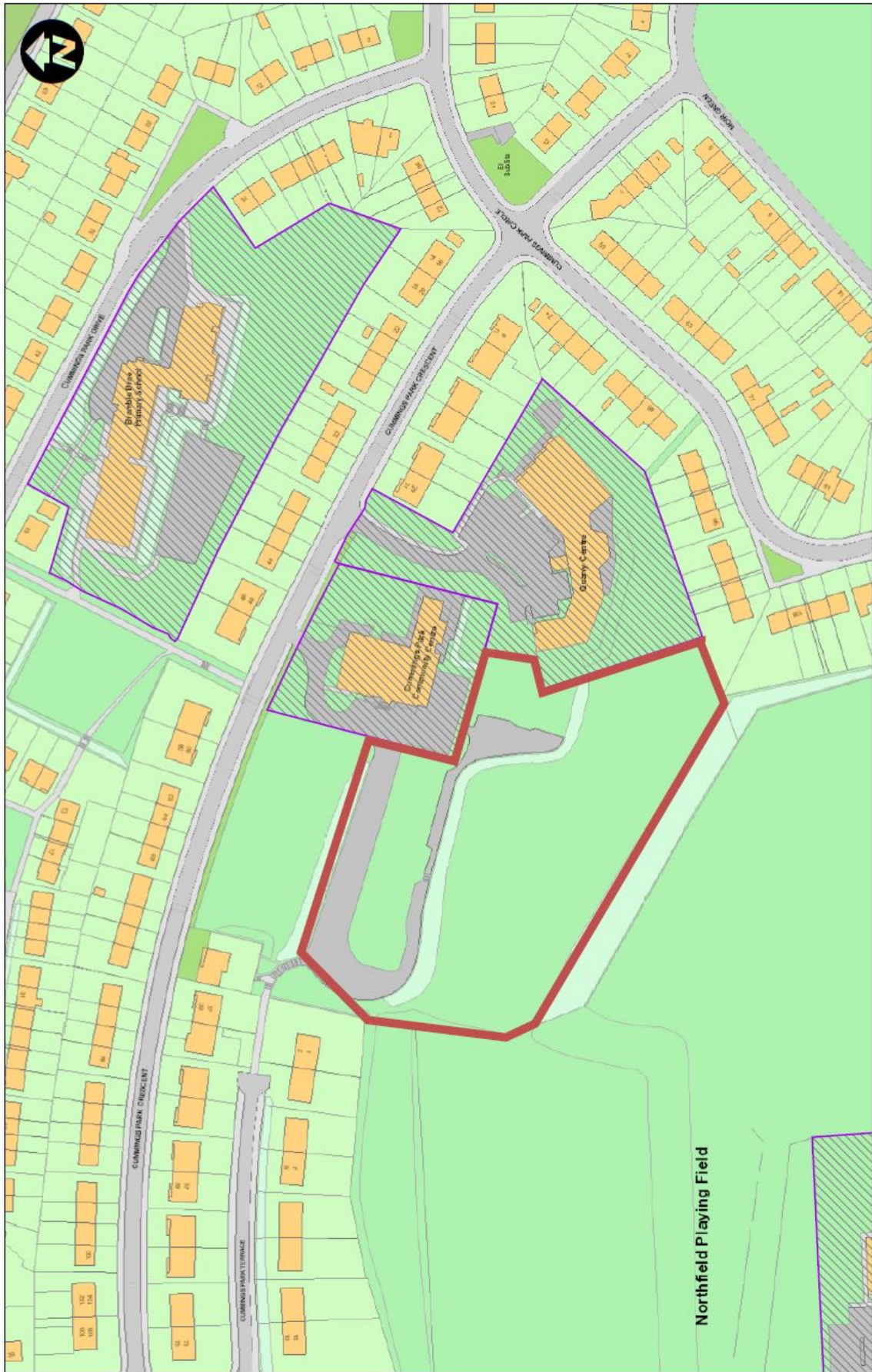
Item 4(b) General Fund Revenue Budget - 2.1.3; Council Budget Meeting 5th March 2019

10. APPENDICES (if applicable)

Appendix 1 – Site Location Plan

11. REPORT AUTHOR CONTACT DETAILS

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100 Meters
50
25
0

Northfield Cummings Park
Proposed Location
1:1,250

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ABERDEEN CITY COUNCIL

COMMITTEE	Capital Programme Committee
DATE	03 June 2019
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Seaton Nursery Progress Report
REPORT NUMBER	RES/19/281
DIRECTOR	Steve Whyte
CHIEF OFFICER	John Wilson
REPORT AUTHOR	Colin Kemp
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

The purpose of this report is to update the committee on the progress of Seaton Nursery. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Council's commitment to expand funded early learning and childcare from 600 hours to 1,140 hours by 2020.

2. RECOMMENDATION(S)

That the Committee: -

- 2.1 Note that this project forms part of the overall Aberdeen City Council's Early Learning and Childcare Expansion Programme of works.

3. BACKGROUND

- 3.1 The Council is committed to expanding the provision of funded early learning and childcare from 600 hours to 1140 hours by 2020. The expansion should prioritise a high-quality experience for the child to capitalise on the significant contribution that Early Learning and Childcare can make to a child's development and to closing the poverty related attainment gap.

- 3.2 All Local Authorities were asked to develop an Early Learning and Childcare (ELC) Delivery Plan to guide expansion plans. The Aberdeen City Plan highlights a focus on the provision of outdoor learning to support wellbeing, on accessibility to increase uptake, on delivery of Family Learning to fully capitalise on the expansion programme and on the provision of a 'localised offer' to meet the needs of families within each community.
- 3.3 In September 2017 the Education & Children's Services Committee endorsed a provisional ELC Delivery Plan which detailed three proposed phases of work.

Site Assessments

- 3.4 Following confirmation of the Early Learning and Childcare Capital Allocation to Aberdeen City Council Hub North Scotland were appointed to carry out a site assessment of the former Woodlands School.
- 3.5 The site assessment concluded the site addressed the majority of the project's objectives.

Design Development

- 3.6 Following the decision at the Council Budget meeting on 5th March 2019 appointments have been issued to the appropriate consultants to progress the design and undertake all necessary procurement exercises to deliver the project in accordance with the Early Learning and Childcare expansion programme and in accordance with the principals of the specific Capital Grant award.

Consultation

- 3.7 Prior to the Council meeting in March consultations were held with stakeholders, as part of the design development further consultation will be carried out with stakeholders.

Programme Milestones

Key Milestone	Programmed Date
Design Sign off by Client	May 2019
Issue Tender	October 2019
Site Start Date	November 2019
Completion Date	November 2020

4. FINANCIAL IMPLICATIONS

- 4.1 The Seaton Nursery project forms part of the overall Aberdeen City Council's Early Learning and Childcare Expansion Programme of works funded by Scottish Governments Early Learning and Childcare Capital Allocation to Aberdeen City Council.
- 4.2 All costs associated with the design, procurement and construction of project will be funded from the Scottish Government Early Learning and Childcare Multi-Year Revenue and Capital Grants awards
- 4.3 All staffing and other support costs associated with the ELC Delivery Plan will be funded from the Early Learning and Childcare revenue grant funding allocation for 2019-20 to 2021-22.
- 4.4 Currently tender returns across the public sector have had variances of up to 30%

Allocated Budget from the Capital Grant		Change Orders	Estimated Final Account
£2.1M	Estimated cost based on client brief	£0.00	£2.1M

5. LEGAL IMPLICATIONS

- 5.1 All Local Authorities will have a duty to provide 1140 hours of Early Learning and Childcare for eligible two-year olds and all three and four year olds by 2020. This project forms part of the ELC Delivery Plan that will help Aberdeen City Council manage the transformational change necessary to deliver expanded services by 2020.

6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	The expansion of funded Early Learning and Childcare will require very careful budget	M	Cost checks will be carried out throughout the design stage to monitored estimates against the allocated budget. These

	monitoring and financial planning to mitigate the risk of funding being insufficient to realise the expansion.		will also be reported monthly to the ELC Programme Board.
Legal	The risk of not being in a position to offer sufficient 1140 hours places from August 2020 as require by the Children and Young People (Scotland) Act 2014.	M	This is being mitigated through early planning, clear governance arrangements and close working between teams across Aberdeen City Council to ensure that the expansion of Early Learning and Childcare is being planned for across all teams
Employee	Not being able to recruit sufficient numbers of Practitioners to support the delivery of the Expansion is a high risk.	M	A detailed workforce development plan has been included within the Delivery Plan. This plan includes the establishment of an Early Learning and Childcare Academy to increase the number of practitioners and also increase the number of routes into the profession to ensure that the risk remains low.
Customer	There are significant benefits for families who will be able to use the extended hours to enable them to return to employment or access training. There is a need to undertake research to determine how best to design services that will have the greatest impact on children and families to ensure that we maximise the reach of the expansion.	L	The Education Service will support this work to identify the features of expanded provision most likely to improve outcomes for vulnerable families to ensure that we capitalise on the opportunities offered through this expansion to directly improve outcomes for children and families. Intergenerational approaches will be supported wherever possible due to the significantly positive impact this has on all parties. This approach will ensure that the risk remains low.
Environment	Environmental assessments will be considered prior to confirming any sites for expansion or extension	L	This level of scrutiny and by following of Aberdeen City Council's Building Performance Policy will ensure that environmental

	and feasibility studies will be undertaken where appropriate.		risks remain low.
Technology	There is a risk that technology is not in place to support the transformation and particularly the 'funding follows the child' model being advocated.	L	Work is on-going across The Scottish Government and The Northern Alliance to mitigate this risk to ensure it remains low.
Reputational	The reputational risk of not being in a position to offer sufficient 1140 hours places to meet demand from August 2020.	M	This is being mitigated through early planning, clear governance arrangements and close working between teams across Aberdeen City Council to ensure that the expansion of Early Learning and Childcare is being planned for across all teams.

7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
Prosperous Economy	The project outlined in this report is part of Aberdeen City Council's Early Learning and Childcare (ELC) Expansion Programme. The expansion of ELC requires an investment in our Early Years Estate as well as an investment in staffing to ensure we are providing high quality provision that meets the needs of children and families in all localities. To this end, the proposals within the report support the delivery of LOIP Stretch Outcome 1 – 10% increase in employment across priority and volume growth sectors by 2026. The investment in our estate is interlinked with the investment in our workforce. To staff the expanding estate the Early Years team will contribute to the diversification of the local economy by offering flexible pathways into the Early Years Sector and increasing the number of people employed in this growth sector.
Prosperous People	The proposal within this report supports the LOIP Stretch Outcome 3 – 95% of children (0-5 years) will reach their expected developmental milestones by the time of their child health reviews by 2026. The

	<p>project(s) outlined in this report will be designed to support outdoor learning and the free flow of direct access to the outside environment. Outdoor learning, exercise and play benefits pre-school children by encouraging them to be physically active. This will help address many of the health challenges outlined in the LOIP. Children will have daily access to outdoor play and will regularly experience outdoor play in a natural environment as part of their ELC funded offer. Outdoor learning will significantly contribute to a child’s development and wellbeing.</p>
Prosperous Place	<p>The proposals within this report support the delivery of LOIP Stretch Outcome 13 – No one in Aberdeen will go without food due to poverty by 2026. To deliver the 1140 funded hours necessitates the building of several new ELC settings and a reconfiguration and extension of current provision. Increasing the accessibility of provision will contribute to transforming the lives of families across Aberdeen City. There are gaps in the provision in our three Priority Areas, which are home to the highest proportion of pre-school children and the highest concentration of families living in poverty. Every child attending a funded early learning and childcare (ELC) session will receive a healthy meal. The accessibility of provision will lead to an increase in the uptake of the ELC funded offer and help ensure that no child in ELC will go hungry.</p>
Enabling Technology	

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	
Data Protection Impact Assessment	

Duty of Due Regard / Fairer Scotland Duty	<p>The Duty of Due Regard applies to all pupils in receipt of early learning and childcare provided under section 47 of the Children and Young People (Scotland) Act 2014</p> <p>The proposals have considered inequalities of outcomes for those pupils experiencing them and plans to address them and comply with the (Education (additional support for learning) (Scotland) Act 2004 Section 3B.</p>
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9. BACKGROUND PAPERS

Item 10.02 Early Learning and Childcare Delivery Plan; Education and Children's Services Committee 14th September 2017

Item 4(b) General Fund Revenue Budget - 2.1.3; Council Budget Meeting 5th March 2019

10. APPENDICES (if applicable)

Appendix 1 – Site Location Plan

11. REPORT AUTHOR CONTACT DETAILS

Name	Colin Kemp
Title	Principal Architectural Officer
Email Address	ckemp@aberdeencity.gov.uk
Tel	01224 523861



Location Plan
Seaton Nursery
1:1,250

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ABERDEEN CITY COUNCIL

COMMITTEE	Capital Programme Committee
DATE	03 June 2019
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Tillydrone Nursery Progress Report
REPORT NUMBER	RES/19/278
DIRECTOR	Steve Whyte
CHIEF OFFICER	John Wilson
REPORT AUTHOR	Colin Kemp
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

The purpose of this report is to update the committee on the progress of Tillydrone Nursery. This project will help meet Aberdeen City Council's Early Learning and Childcare Delivery Plan objectives by working with the Education Operations teams to help meet the Council's commitment to expand funded early learning and childcare from 600 hours to 1,140 hours by 2020.

2. RECOMMENDATION(S)

That the Committee:-

- 2.1 Note that this project forms part of the overall Aberdeen City Council's Early Learning and Childcare Expansion Programme of works.

3. BACKGROUND

- 3.1 The Council is committed to expanding the provision of funded early learning and childcare from 600 hours to 1140 hours by 2020. The expansion should prioritise a high-quality experience for the child to capitalise on the significant contribution that Early Learning and Childcare can make to a child's development and to closing the poverty related attainment gap.

- 3.2 All Local Authorities were asked to develop an Early Learning and Childcare (ELC) Delivery Plan to guide expansion plans. The Aberdeen City Plan highlights a focus on the provision of outdoor learning to support wellbeing, on accessibility to increase uptake, on delivery of Family Learning to fully capitalise on the expansion programme and on the provision of a 'localised offer' to meet the needs of families within each community.
- 3.3 In September 2017 the Education & Children's Services Committee endorsed a provisional ELC Delivery Plan which detailed three proposed phases of work.

Site Assessments

- 3.4 Following confirmation of the Early Learning and Childcare Capital Allocation to Aberdeen City Council Hub North Scotland were appointed to carry out a site assessment of land adjacent to Riverbank School and the LADS Club.
- 3.5 The site assessment concluded the site addressed the majority of the project's objectives.

Design Development

- 3.6 Following the decision at the Council Budget meeting on 5th March 2019 appointments have been issued to the appropriate consultants to progress the design and undertake all necessary procurement exercises to deliver the project in accordance with the Early Learning and Childcare expansion programme and in accordance with the principals of the specific Capital Grant award.

Consultation

- 3.7 Prior to the Council meeting in March consultations were held with stakeholders, as part of the design development further consultation will be carried out with stakeholders.

Programme Milestones

Key Milestone	Programmed Date
Design Sign off by Client	May 2019
Issue Tender	September 2019
Site Start Date	December 2019
Completion Date	June 2020

4. FINANCIAL IMPLICATIONS

- 4.1 The Tillydrone Nursery project forms part of the overall Aberdeen City Council's Early Learning and Childcare Expansion Programme of works funded by Scottish Governments Early Learning and Childcare Capital Allocation to Aberdeen City Council.
- 4.2 All costs associated with the design, procurement and construction of project will be funded from the Scottish Government Early Learning and Childcare Multi-Year Revenue and Capital Grants awards
- 4.3 All staffing and other support costs associated with the ELC Delivery Plan will be funded from the Early Learning and Childcare revenue grant funding allocation for 2019-20 to 2021-22.
- 4.4 Currently tender returns across the public sector have had variances of up to 30%.

Allocated Budget from the Capital Grant		Change Orders	Estimated Final Account
£1.25M	Estimated cost based on client brief	£0.00	£1.25M

5. LEGAL IMPLICATIONS

- 5.1 All Local Authorities will have a duty to provide 1140 hours of Early Learning and Childcare for eligible two-year olds and all three and four year olds by 2020. This project forms part of the ELC Delivery Plan that will help Aberdeen City Council manage the transformational change necessary to deliver expanded services by 2020.

6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	The expansion of funded Early Learning and Childcare will require very careful budget monitoring and financial	M	Cost checks will be carried out throughout the design stage to monitored estimates against the allocated budget. These will also be reported monthly

	planning to mitigate the risk of funding being insufficient to realise the expansion.		to the ELC Programme Board.
Legal	The risk of not being in a position to offer sufficient 1140 hours places from August 2020 as require by the Children and Young People (Scotland) Act 2014.	M	This is being mitigated through early planning, clear governance arrangements and close working between teams across Aberdeen City Council to ensure that the expansion of Early Learning and Childcare is being planned for across all teams
Employee	Not being able to recruit sufficient numbers of Practitioners to support the delivery of the Expansion is a high risk.	M	A detailed workforce development plan has been included within the Delivery Plan. This plan includes the establishment of an Early Learning and Childcare Academy to increase the number of practitioners and also increase the number of routes into the profession to ensure that the risk remains low.
Customer	There are significant benefits for families who will be able to use the extended hours to enable them to return to employment or access training. There is a need to undertake research to determine how best to design services that will have the greatest impact on children and families to ensure that we maximise the reach of the expansion.	L	The Education Service will support this work to identify the features of expanded provision most likely to improve outcomes for vulnerable families to ensure that we capitalise on the opportunities offered through this expansion to directly improve outcomes for children and families. Intergenerational approaches will be supported wherever possible due to the significantly positive impact this has on all parties. This approach will ensure that the risk remains low.
Environment	Environmental assessments will be considered prior to confirming any sites for expansion or extension and feasibility studies will	L	This level of scrutiny and by following of Aberdeen City Council's Building Performance Policy will ensure that environmental risks remain low.

	be undertaken where appropriate		
Technology	There is a risk that technology is not in place to support the transformation and particularly the 'funding follows the child' model being advocated.	L	Work is on-going across The Scottish Government and The Northern Alliance to mitigate this risk to ensure it remains low.
Reputational	The reputational risk of not being in a position to offer sufficient 1140 hours places to meet demand from August 2020.	M	This is being mitigated through early planning, clear governance arrangements and close working between teams across Aberdeen City Council to ensure that the expansion of Early Learning and Childcare is being planned for across all teams.

7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
Prosperous Economy	The project outlined in this report is part of Aberdeen City Council's Early Learning and Childcare (ELC) Expansion Programme. The expansion of ELC requires an investment in our Early Years Estate as well as an investment in staffing to ensure we are providing high quality provision that meets the needs of children and families in all localities. To this end, the proposals within the report support the delivery of LOIP Stretch Outcome 1 – 10% increase in employment across priority and volume growth sectors by 2026. The investment in our estate is interlinked with the investment in our workforce. To staff the expanding estate the Early Years team will contribute to the diversification of the local economy by offering flexible pathways into the Early Years Sector and increasing the number of people employed in this growth sector.
Prosperous People	The proposal within this report supports the LOIP Stretch Outcome 3 – 95% of children (0-5 years) will reach their expected developmental milestones by the time of their child health reviews by 2026. The

	<p>project(s) outlined in this report will be designed to support outdoor learning and the free flow of direct access to the outside environment. Outdoor learning, exercise and play benefits pre-school children by encouraging them to be physically active. This will help address many of the health challenges outlined in the LOIP. Children will have daily access to outdoor play and will regularly experience outdoor play in a natural environment as part of their ELC funded offer. Outdoor learning will significantly contribute to a child's development and wellbeing.</p>
Prosperous Place	<p>The proposals within this report support the delivery of LOIP Stretch Outcome 13 – No one in Aberdeen will go without food due to poverty by 2026. To deliver the 1140 funded hours necessitates the building of several new ELC settings and a reconfiguration and extension of current provision. Increasing the accessibility of provision will contribute to transforming the lives of families across Aberdeen City. There are gaps in the provision in our three Priority Areas, which are home to the highest proportion of pre-school children and the highest concentration of families living in poverty. Every child attending a funded early learning and childcare (ELC) session will receive a healthy meal. The accessibility of provision will lead to an increase in the uptake of the ELC funded offer and help ensure that no child in ELC will go hungry.</p>
Enabling Technology	

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	
Data Protection Impact Assessment	
Duty of Due Regard /	The Duty of Due Regard applies to all pupils in receipt

Fairer Scotland Duty	<p>of early learning and childcare provided under section 47 of the Children and Young People (Scotland) Act 2014</p> <p>The proposals have considered inequalities of outcomes for those pupils experiencing them and plans to address them and comply with the (Education (additional support for learning) (Scotland) Act 2004 Section 3B.</p>
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9. BACKGROUND PAPERS

Item 10.02 Early Learning and Childcare Delivery Plan; Education and Children's Services Committee 14th September 2017

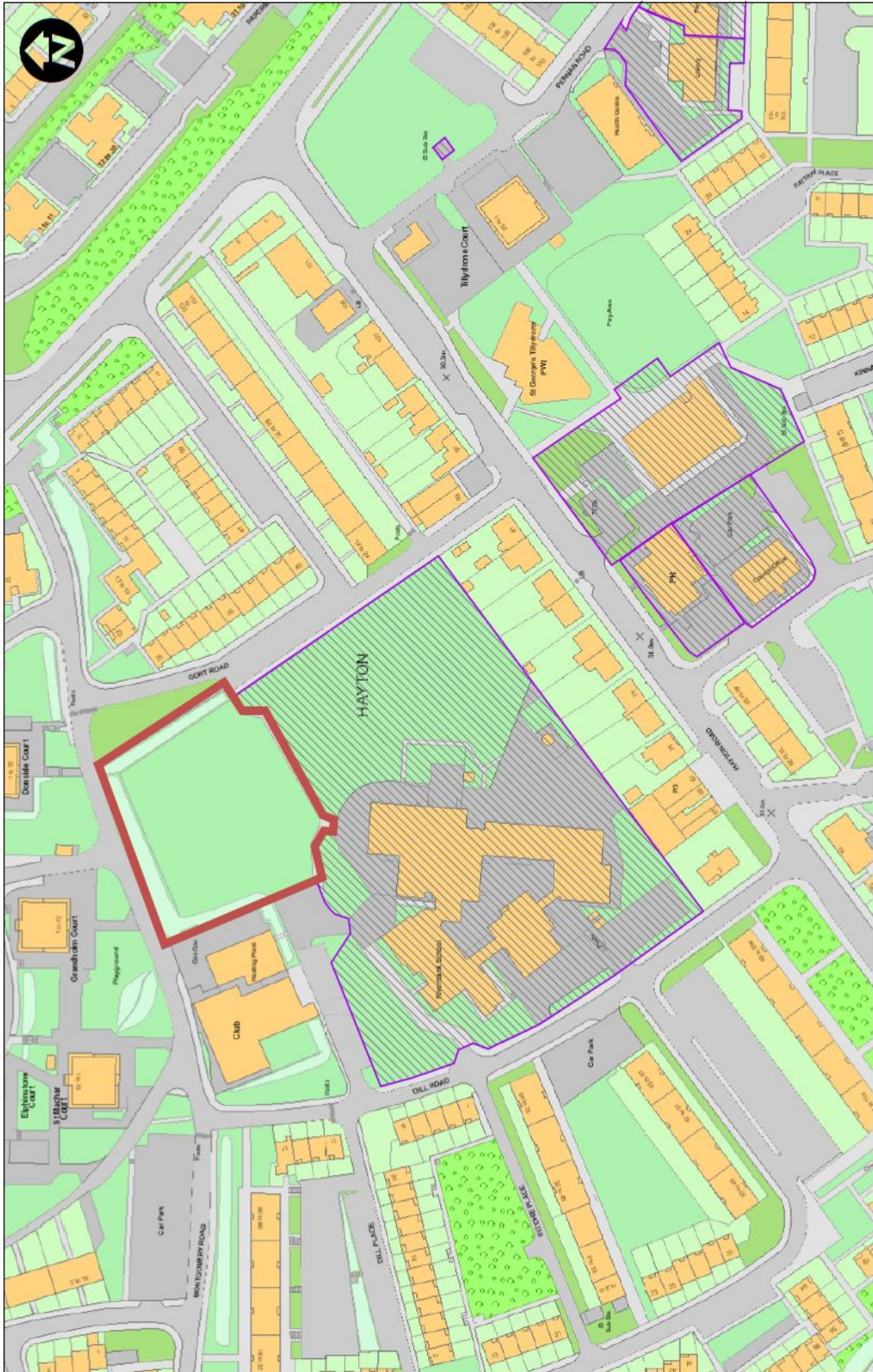
Item 4(b) General Fund Revenue Budget - 2.1.3; Council Budget Meeting 5th March 2019

10. APPENDICES (if applicable)

Appendix 1 – Site Location Plan

11. REPORT AUTHOR CONTACT DETAILS

Name	Colin Kemp
Title	Principal Architectural Officer
Email Address	ckemp@aberdeencity.gov.uk
Tel	01224 523861



Location Plan
Tildrone Nursery
1:1,250

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ABERDEEN CITY COUNCIL

COMMITTEE	Capital Programme Committee
DATE	21 May 2019
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Capital Programme Committee Annual Effectiveness Report
REPORT NUMBER	GOV/19/246
CHIEF OFFICER	Fraser Bell
REPORT AUTHOR	Karen Finch
TERMS OF REFERENCE	GD 7.5

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to present the annual report of the Capital Programme Committee.

2. RECOMMENDATION

That the Committee:-

- 2.1 note the annual report.

3. BACKGROUND

Annual Reports on Committee Terms of Reference

- 3.1 The Governance Review of 2017/18 was initiated as part of the Council's work with the Chartered Institute of Public Finance and Accountancy (CIPFA) and the aim to secure that organisation's accreditation in governance excellence. As part of CIPFA's interim assessment of the Council's governance arrangements, CIPFA recommended that each Committee should annually review its effectiveness, including its information and reporting needs, to help ensure that it is following its Terms of Reference, is operating effectively and to identify any training needs or improvements to the Council's decision making structures. When approving the new Terms of Reference in March 2018, the Council agreed that each Committee would be required to review their own effectiveness against their Terms of Reference through an annual report and approved the proposed template for those reports.

3.2 CIPFA reviewed the approved template and in general terms stated:

A committee effectiveness report has the potential to support the improvement journey by accounting for the ways that committees support a quality improvement culture with quality assurance of services and feedback loops. A template that goes beyond tick box and more clearly offers the opportunity to address some current and historic issues and, importantly give a clear signal that good governance is taken seriously. It could therefore provide support to a number of the developments that Aberdeen City Council seeks in its journey towards achieving the excellence in governance mark.

3.3 The first annual report for 2018/2019 is appended for the Committee's consideration. Following consideration by the Committee, the report will be submitted to Council on 24 June 2019 for noting.

4. FINANCIAL IMPLICATIONS

4.1 There are no direct financial consequences from the recommendation.

5. LEGAL IMPLICATIONS

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

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	None	N/A	N/A

7. OUTCOMES

Design Principles of Target Operating Model	
	Impact of Report
Organisational Design	The report reflects recognition of the process of organisational design and provides assurance

	through scrutiny of committee effectiveness. The review of the Committee will support the redesign of the organisation and ensure that the Committee discharges its role in accordance with the Scheme of Governance.
Governance	The committee effectiveness report enhances transparency and understanding of the Committee as well as help to address any areas for improvement.

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 applicable

9. BACKGROUND PAPERS

None.

10. APPENDICES

- 10.1 Capital Programme Committee Annual Effectiveness Report 6 March 2018 to 29 April 2019.

11. REPORT AUTHOR CONTACT DETAILS

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Capital Programme Committee Annual Effectiveness Report



Contents

	Page
1. Introduction	3
2. The role of the Committee	3
3. Membership of the Committee during 2018/2019	3
4. Membership changes	4
5. Member Attendance	4
6. Meeting Content	5 - 7
7. Training Requirements and Attendance	7
8. Code of Conduct – Declarations of Interest	7
9. Civic Engagement	7
10. Officer support to the Committee	8
11. Executive Lead's Comments	8-9
12. Next year's focus	9

1. INTRODUCTION

- 1.1 I am pleased to introduce the first annual effectiveness report for the Capital Programme Committee. As members will be aware, as part of their interim assessment of the Council's governance arrangements in 2016, CIPFA recommended that committees review the extent to which they have operated within their Terms of Reference, through an annual report.
- 1.2 This first annual report is a good mechanism for the Committee to support the Council's improvement journey by demonstrating the ways that the Committee supports the principles of the Target Operating Model and contributes to the Local Outcome Improvement Plan, whilst also providing the opportunity to reflect on the business of the Committee over the past year and to look to the Committee's focus for the year ahead.
- 1.3 Throughout the first year, the Committee has worked collectively to approve and monitor the capital projects within the Aberdeen City Council Capital Programme.



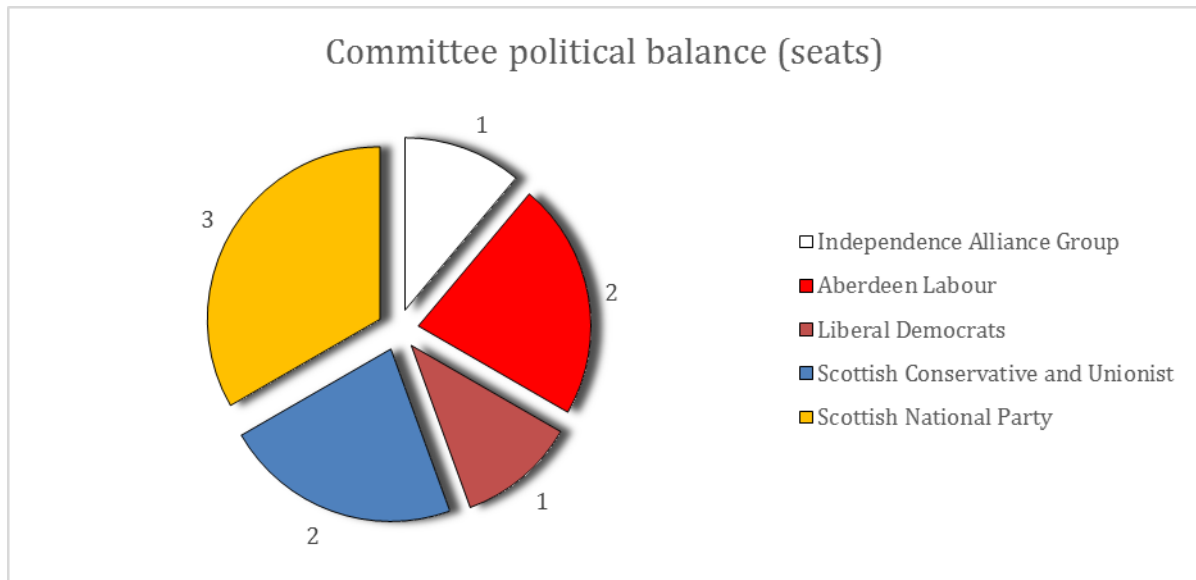
Councillor Marie Boulton, Convener

2. THE ROLE OF THE COMMITTEE

- 2.1 The role of the Committee is to oversee the governance and delivery of the capital projects which are set out within the Council's capital programme. This includes the consideration of any factors highlighted within any individual project's outline and full business case. The committee oversees the full life cycle of projects from their inception to their delivery and post-delivery evaluation.
- 2.2 The Committee also has an overarching role to take cognisance of how major infrastructure capital projects deliver outcomes which are aligned to the local development plan.
- 2.3 The Terms of Reference for the Committee as approved by Council on 5 March 2018 that applied to the committee's business during 2018/2019 are appended to the report.

3. MEMBERSHIP OF THE COMMITTEE DURING 2018/2019

- 3.1 The Capital Programme Committee has 9 members and the composition is presented below.



4. MEMBERSHIP CHANGES

- 4.1 There was one change to the Committee's membership throughout the reporting period with Councillor McLellan replacing Councillor Flynn in May 2018.

5. MEMBER ATTENDANCE

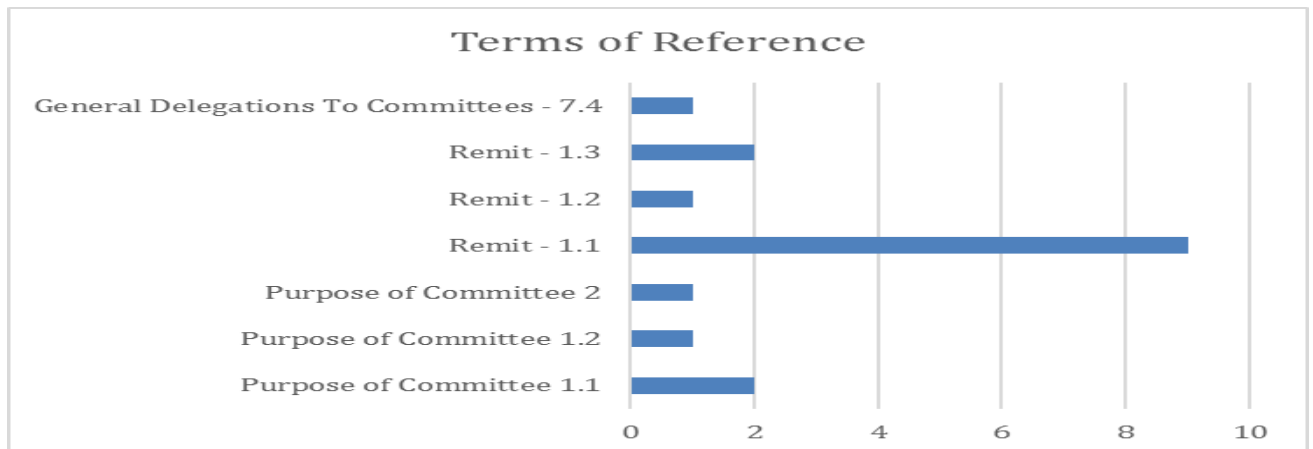
Member	Total Anticipated Attendances	Total Attendances	Nominated Substitute
Marie Boulton	3	3	
Douglas Lumsden	3	3	
Jackie Dunbar	3	2	1, Councillor Flynn
Stephen Flynn	1	1	
Gordon Graham	3	3	
Jenny Laing	3	3	
Alexander McLellan	2	2	
Alexander Nicoll	3	3	
Philip Sellar	3	3	
Ian Yuill	3	3	

6. MEETING CONTENT

6.1 During the 2018/2019 reporting period (6 March 2018 to 29 April 2019) the Committee had 3 meetings and considered a total of 14 reports.

6.2 Terms of Reference

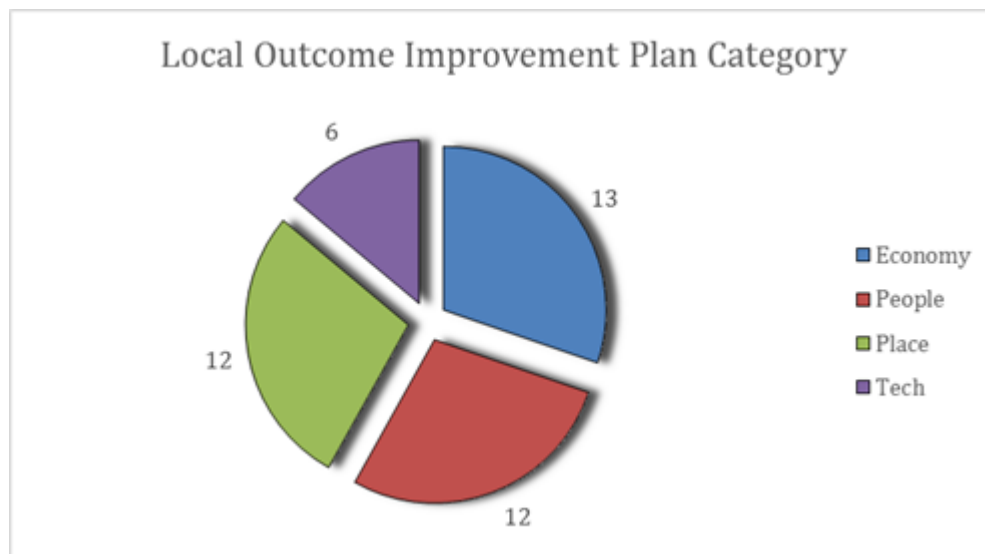
Of the 14 reports received the following table details how the reports aligned to the Terms of Reference for the Committee.



All sections of the committee's terms of reference were discharged through the course of the reporting period with reports relating to approval of capital business forming most of the business of the Committee. This would indicate that the committee has discharged the role set by Full Council.

6.3 Local Outcome Improvement Plan

The following table details of the 14 reports how many had a link to the themes of the Local Outcome Improvement Plan.



6.4 Reports and Committee Decisions

The following table details the outcome of the Committee's consideration of the 14 reports presented to it throughout the year.

	Total	% Total Reports
Number of confidential reports	0	0.0%
Number of exempt reports	3	21.4%
Number of reports where the Committee has amended officer recommendations	1	7.1%
Number and percentage of reports approved unanimously	14	100.0%
Number of reports requested by members during the consideration of another report to provide additional assurance and not in forward planner	1	n/a
Number of service updates requested by members during the consideration of another report to provide additional assurance and not in forward planner	0	n/a
Number of decisions delayed for further information	0	0.0%
Number of times the Convener has had to remind Members about acceptable behaviour and the ethical values of Public Life	0	n/a
Number of late reports received by the Committee	1	7.1%
Number of referrals to Council, or other Committees in terms of Standing Order 33.1	0	0.0%

6.5 Notices of Motion, Suspension of Standing Orders, Interface with the Public

	Total
Number of notices of motion	0
Number of times Standing Orders were suspended and the specific Standing Orders suspended	0
Standing order number (ref)	N/A
Number of deputations or other indicators of interface with the public, i.e. engagement and social media.	0
Number of petitions considered	0
Number of Members attending meetings of the committee as observers	0
Number of Meetings held by the Convener with other Conveners, relevant parties, to discuss joint working and key issues being raised at other Committee meetings	weekly

7. TRAINING REQUIREMENTS AND ATTENDANCE

7.1 The following specific Scheme of Governance training which is related to the operation of all Committees was provided:

- Scheme of Governance Effective Decision Making on 23, 27 and 28 March 2018
- Financial and Procurement Regulations on 23 and 29 March 2018

7.2 Training on the Councillors' Code of Conduct was provided in January and February 2018.

8. CODE OF CONDUCT – DECLARATIONS OF INTEREST

8.1 8 declarations of interest were made by Councillors during the reporting period.

9. CIVIC ENGAGEMENT

9.1 There have been a couple of instances where civic engagement has been carried out to try and ensure more people/communities and businesses are working together to help the community as a whole.

- Participation within the 'Trinity Group' which enables the private and public organisations to meet and discuss key issues which impact on the delivery of development across the city; and
- Holding a 'Developers Day' presentation to try and stimulate private developer interest in help deliver the councils housing aspirations.

9.2 The Committee's civic engagement activity is an area which still requires further development, but early consideration would suggest it can provide positive benefits for the delivery of the Councils aspirations

- 9.3 Looking forward to financial year 2019/2020 it is felt there would be benefit in holding similar types of meetings with other stakeholders, and more regular meetings between the public and private sector.
- 9.4 From a capital project perspective the intention is for the Capital Programme Committee to consider if there is benefit in holding 'key project' progress briefing sessions, to keep local communities informed.

10.OFFICER SUPPORT TO THE COMMITTEE

Officer	Total		Substitute
	Anticipated	Total Attendances	
	Attendances		Attendances
Steve Whyte, Director of Resources	3	3	0
Stephen Booth, Chief Officer Corporate Landlord	3	2	0
John Wilson, Chief Officer Capital	3	3	0
Jonathan Belford, Chief Officer Finance	2	2	0
Craig Veitch, Solicitor	3	3	0
Sandra Buthlay, Interim Chief Officer Finance	1	1	0

Outwith the main Committee support officers listed above, other officers also attend and support the Committee as required.

11.EXECUTIVE LEAD'S COMMENTS

- 11.1 One of the Council's transformation projects is to deliver the CIPFA Mark of Excellence in Good Governance. As part of this project, CIPFA recommended that each committee should annually review its effectiveness, including its information reporting needs. This would help ensure that each committee is following its terms of reference, is operating effectively and to identify any training needs or improvements to the Council's decision-making structures.
- 11.2 The committee would appear to be working effectively noting that:
- Throughout the year there was a small number of reports submitted to the committee,
 - No decisions required to be delayed;
 - There were 3 exempt reports presented to the Committee. Due to the commercial nature of our capital projects, disclosure of some commercial information could impact on the Council's duty to secure best value;
 - All sections of the terms of reference were engaged; and
 - All business was approved/noted unanimously.
- 11.3 Looking forward to the next financial year (2019/2020) there would be benefit and greater transparency if key project reports were submitted on a regular basis throughout a project's full project life cycle. This would provide increased understanding of the any interdependencies across the wider capital project portfolio.
- 11.4 In addition, project reports presented to the Capital Programme Committee would provide greater clarity and transparency to the challenges faced in meeting key milestones with earlier warning of any financial pressures on any given project.
- 11.5 There is an opportunity with new projects to develop interest and a learning opportunity with a small group of local school children. This can be

expanded wider to include local community groups who may have a particular area of interest in seeing the delivery of a project.

- 11.6 It is important that project post-evaluation reports are prepared to review whether desired outcomes have been achieved but also to inform lessons learned for any similar future projects.

12. NEXT YEAR'S FOCUS

- 12.1 Council on 4 March 2019 approved new Terms of Reference and a further review will be reported to Council in March 2020. Throughout the next reporting year, we will review the Terms of Reference in line with the business submitted to the Committee and reflect on whether any areas require refinement moving forward to ensure the efficient operation of the Committee.
- 12.2 From a governance perspective the Capital Programme Committee will focus on monitoring the progress and delivery of key projects which are aligned to the Local Outcome Improvement Plan (LOIP) and the Local Development Plan (LDP).
- 12.3 Throughout next year the Council faces difficult budget decisions and it will be critical to the successful delivery of desired outcomes that project delivery is scrutinised and challenged. The progress of projects through their project life cycle will be reported on a more regular basis to ensure milestones are being achieved as expected, and project expenditure is within approved budgets.
- 12.4 Balanced with this, the approval process to project manage projects provides greater delegation powers to assist their delivery.
- 12.5 Aligned with this, early in the new financial year a new capital project 'dashboard' will be developed to provide greater clarity and transparency of projects. This will provide an extra level of scrutiny which can be accessed at any time throughout the financial year. At a glance it will show if policy priorities and political priorities are being met.

CAPITAL PROGRAMME COMMITTEE

PURPOSE OF COMMITTEE

1. To oversee and monitor the development, approval and delivery of the Council's capital programme, including:
 - 1.1 those projects flowing from the City Centre Masterplan, the Aberdeen City Region deal, the Common Good and General Fund Capital Programme and the Housing Revenue Account, and
 - 1.2 those interventions that contribute to the overall place outcomes for the City as a result of investment in infrastructure.
2. To oversee major infrastructure planning in the City.

REMIT OF COMMITTEE

1. The Committee in relation to the capital programme will:-
 - 1.1 scrutinise and approve outline and full business cases for supporting new capital investments, ensuring that all appropriate consultation has been undertaken;
 - 1.2 review progress in the delivery of the benefits of the capital programme through receipt and scrutiny of Post Project Evaluations (PPE's) and Post Occupancy Evaluations (POE's); and
 - 1.3 request a report to allow for the detailed consideration of any project which is of particular concern or interest.
2. The Committee, in relation to major infrastructural planning, will oversee and monitor the Local Development Plan, subject to a final approval being given by Council.

JOINT WORKING WITH OTHER COMMITTEES:

The Committee will maintain an awareness of key issues arising through the work of other committees of the Council, through lead officers, conveners and vice conveners working together, and attending other committees as observers. Specifically:-

The Capital Programme Committee and Strategic Commissioning Committee will cooperate to ensure that resources are allocated strategically to support outcomes.

The Capital Programme Committee and City Growth and Resources Committee will cooperate to promote city growth and place planning.

JOINT WORKING WITH NON COUNCIL BODIES:

The Committee, through its lead officers, will regularly consider key issues arising through other external organisations, including:

- the Aberdeen City Region Deal Joint Committee
- Opportunity North East
- the Regional Advisory Board
- Aberdeen Inspired
- VisitAberdeenshire
- the Scottish Cities Alliance
- the Aberdeen Renewables Energy Group
- the Strategic Development Planning Authority
- EU Regional and Thematic Groups
- the World Energy Cities partnership
- CoSLA
- coordinating structures emerging from the Council's Urban Governance Framework

Executive Lead: Director of Resources

