

GOVERNANCE

DECISION SHEET

FINANCE AND RESOURCES COMMITTEE - WEDNESDAY, 22 NOVEMBER 2023

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

	Item Title	Committee Decision	Cluster Required to take action	Officer to Action
1.1	<u>Urgent Business</u>	<u>The Committee resolved:</u> There was no Urgent Business.		
2.1	<u>Determination of Exempt Business</u>	<u>The Committee resolved:</u> in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of the following item of business:- <ul style="list-style-type: none">• Item 14.1 – The Outcome of Commercial Property Auctions Pilot Project;• Item 15.1 – Outline Business Case: New Secondary School Provision for Hazlehead and Countesswells – Exempt Appendices;• Item 15.2 – St Peter’s RC Cshool – Long Term Education Provision – Exempt Appendices;• Item 15.3 – Complex Care Full Business Case – Exempt Appendices;• Item 15.4 – Disposal of the Bucksburn Primary School Site – Exempt		

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		Appendix; and <ul style="list-style-type: none"> • Item 15.5 – Work Plan and Business Cases – Exempt Appendices. 		
3.1	<u>Declarations of Interest and Transparency Statements</u>	<p>The Committee resolved:</p> <p>(1) The Vice Convener declared an interest in relation to agenda item 10.4 (Partnership with NHS Grampian to Provide Statutory Mortuary Services on Behalf of Aberdeen City Council) by virtue of him being a Council appointed NHS Board Member. He considered that the nature of his interest would require him to leave the meeting prior to consideration of the item;</p> <p>(2) Councillor Cooke advised that he had a connection in relation to agenda item 9.3 (Complex Care Full Business Case) and item 15.3 (Complex Care Full Business Case – Exempt Appendix) by virtue of him being the Chairperson of the Integrated Joint Board, however having applied the objective test, he did not consider that he had an interest and would not be withdrawing from the meeting; and</p> <p>(3) Councillor Houghton advised that he had a connection in relation to agenda item 10.4 (Partnership with NHS Grampian to Provide Statutory Mortuary Services on Behalf of Aberdeen City Council) by virtue of his partner being an NHS Grampian employee, however having applied the objective test, he did not consider that</p>		

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		he had an interest and would not be withdrawing from the meeting.		
4.1	<u>Deputations</u>	<u>The Committee resolved:</u> There were no Deputations.		
5.1	<u>Minute of Previous Meeting of 13 September 2023</u>	<u>The Committee resolved:</u> to approve the minute.		
6.1	<u>Committee Planner</u>	<u>The Committee resolved:</u> (i) to note the reasons for deferral in relation to item 5 (School Estate Plan: St Machar Academy Outdoor Space Improvements (Modular Classroom Buildings) Condition & Suitability - Outline Business Case), Item 6 (School Estate Plan: Ferryhill School Condition & Suitability Improvements Outline Business Case), item 10 (Torry Heat Network – Phase 2), item 11 (Denis Law Trail) and item 16 (Financial Settlement from Transport Scotland for the De-trunking of the A92/A96 (Haudagain Improvement); (ii) to remove item 19 (Bucksburn Swimming Pool – Update November 2023) from the planner, for the reason outlined therein; (iii) that in relation to item 10 (Torry Heat Network - Phase 2), to note that a report would be submitted to the next meeting of the Committee; (iv) that in relation to item 6 (School Estate Plan: Ferryhill School Condition		

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		<p>& Suitability Improvements Outline Business Case), to note that a report on the School Estate would be submitted before the end of the financial year; and</p> <p>(v) that in relation to item 69 (Capital Projects – Queen Elizabeth II Tribute), to note that a report would be submitted to the next meeting of the Committee.</p>		
7.1	<u>Notices of Motion</u>	<u>The Committee resolved:</u> There were no Notices of Motion.		
8.1	<u>Referrals from Council, Committees and Sub Committees</u>	<u>The Committee resolved:</u> There were no Referrals.		
9.1	<u>Council Financial Performance - Quarter 2, 2023/24 - RES/23/378</u>	<u>The Committee resolved:</u> <ul style="list-style-type: none"> (i) note the cash position that has been achieved for the General Fund and HRA to the end of Quarter 2 as detailed in Appendix 1; (ii) note the Common Good financial performance to the end of Quarter 2 as detailed in Appendix 3; (iii) note that the General Fund full year forecast position remains very uncertain at this time and subject to the continued implementation of actions as per Appendix 2, and no further financial shocks, then a full year outturn position of ‘on budget’ is anticipated; (iv) note that financial resilience to 		

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		<p>mitigate the risks of overspending is underpinned by the resources available on the Council Balance Sheet and General Fund Reserves in particular. As at 31 March 2023 the uncommitted value of those reserves was £12m, the minimum that the Council Reserves Statement recommends and as approved by the Council;</p> <p>(v) note that the HRA full year forecast position, as detailed in Appendix 2, is on target to achieve the approved budget, but faces challenging cost pressures;</p> <p>(vi) note that the Council relies on the Integration Joint Board (IJB) achieving a balanced budget, and that the IJB retains reserves to mitigate unplanned additional costs arising during the year;</p> <p>(vii) note that the forecast for General Fund Capital budget is that it will be lower than its revised budget and Housing Capital expenditure while closer to budget is also expected to be lower than budgeted in 2023/24 as described in Appendix 2;</p> <p>(viii) note that earlier this month Cosla agreed to implement the pay award for nonteaching staff and this will be paid to staff in December. This will bring greater certainty to our financial forecasts as assumptions made and sums set aside for the pay award will</p>		

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		<p>now be able to be finalised, including the additional contribution the Council will have to make. The pay offer also relies on additional funding from Scottish Government, and all of these actuals and revised budgets will be included in the Quarter 3 forecasts, due to be reported to the Committee in January 2024; and</p> <p>(ix) to note that Aberdeen Football Club (AFC) are playing in the Viaplay Scottish League Cup final on 17 December 2023. In the event that the team wins, the Committee agrees that there will be a celebration in the city, including a parade and civic event, and that, in conjunction with AFC, preparations should be made for this to take place; Instruct the Chief Officer - City Growth, following consultation with the Chief Officer - Finance, to make the necessary arrangements and to agree that the Council's share of the cost is funded from the Common Good; and Instruct the Chief Officer - Finance to include in the Q3 financial performance report details of the costs incurred.</p>		
9.2	<p><u>Fleet Replacement Programme 2023/24 (Annual Report) - RES/23/343</u></p>	<p>The Committee resolved:</p> <p>(i) note the refreshed Fleet Asset Management Plan and supports use of the Plan to identify future replacement requests;</p> <p>(ii) approve the phase 3 Fleet</p>		

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		<p>(iii) Replacement Programme for 2023/24 (as detailed in Appendix B); and delegate authority to the Chief Officer – Operations & Protective Services, following consultation with the Head of Commercial and Procurement Shared Services (CPSS) and Chief Officer – Finance:- (a) to consider and approve procurement business cases for vehicles and plant for the purposes of Procurement Regulation 4.1.1.2; (b) then consult with the Convener and Vice Convener, Finance and Resources Committee and thereafter to procure appropriate works and services, and (c) enter into any contracts necessary for the vehicles without the need for further approval from any other Committee of the Council, within the current Capital budget.</p>		
9.3	<p><u>Complex Care Full Business Case - RES/23/362</u></p> <p>An exempt appendix is contained within the Exempt Appendices Section of this agenda below.</p>	<p><u>The Committee resolved:</u></p> <p>(i) note the contents of the Full Business Case appended; and</p> <p>(ii) following confirmation that external funding can be secured to fully deliver the new infrastructure proposed, Instruct the Chief Officer – Capital to progress with construction award and deliver the project.</p>		
9.4	<p><u>Capital Programme Delivery: Projects Update - RES/23/363</u></p>	<p><u>The Committee resolved:</u></p> <p>(i) note the status of delivery of the Section 3.0 highlighted programmes/projects contained within</p>		

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		<p>(ii) the approved Capital Programme; note that this report aligns with the Council Financial Performance – Quarter 2 2023/24 report RES/23/378 as reported to this same Committee;</p> <p>(iii) approve that £1.42m be vired from the Contingencies budget to the Bridge of Don Household Waste project as outlined in section 3.43;</p> <p>(iv) approve the use of £1m from the play park renewal programme budget included in the approved capital programme for the refurbishment of the existing play park at Hazlehead Park as outlined in sections 3.48 – 3.50; and</p> <p>(v) to note that the Chief Officer – Capital would seek clarification on the historical information contained within the report relating to when the Council obtained Hazlehead Park and that it be circulated to the members of the Committee.</p>		
9.5	<p><u>Outline Business Case: New Secondary School Provision for Hazlehead and Countesswells - RES/23/366</u></p> <p>An exempt appendix is contained within the Exempt Appendices Section of this agenda below.</p>	<p><u>The Committee resolved:</u> Referred to Council Meeting on 13 December 2023 in terms of Standing Order 34.1.</p>		
9.6	<p><u>St Peter's RC School – Long Term Education Provision - RES/23/365</u></p>	<p><u>The Committee resolved:</u> Referred to Council Meeting on 13 December 2023 in terms of Standing Order</p>		

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	An exempt appendix is contained within the Exempt Appendices Section of this agenda below.	34.1.		
9.7	<u>UK Shared Prosperity Fund - COM/23/372</u>	<p><u>The Committee resolved:</u></p> <p><u>UKSPF Communities And Place</u></p> <p>(i) award up to £40,000 to Belmont Community Cinema Ltd for the community engagement and refurbishment project;</p> <p>(ii) award up to £40,000 to Crow House Projects for the Film Accelerator programme;</p> <p>(iii) award up to £5,000 to Aberdeen City Council for the Danestone Community Centre upgrade feasibility study;</p> <p>(iv) award up to £25,000 to Aberdeen City Council for the SPECTRA festival accessibility improvements;</p> <p>(v) award up to £216,000 to Sport Aberdeen for the Northfield Outdoor Sports Centre Refresh; and</p> <p>(vi) does not approve the request for up to £17,400 from the Aberdeen Chinese Women’s Society due to the application being incomplete.</p> <p><u>UKSPF Local Business Support</u></p> <p>(vii) award up to £64,500 to Aberdeen City Council for the City Centre Regeneration; and</p> <p>(viii) award up to £125,359 to Aberdeen City Council for the Digital Business Support programme;</p> <p><u>UKSPF People and Skills</u></p> <p>(ix) award up to £15,000 to Aberdeen City Council for the HMP Grampian</p>		

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		<p>Construction course project;</p> <p>(x) award up to £38,022 to Aberdeen City Council for the Admin Apprentice post;</p> <p>(xi) award up to £70,000 to Aberdeen City Council for the ESOL project;</p> <p>(xii) award up to £70,625 to Aberdeen City Council for pilot projects for people with long term health issues or disabilities;</p> <p>(xiii) award up to £60,000 to Aberdeen City Council for the Skills audit project; and</p> <p>(xiv) to note that the Chief Officer – City Growth would include details relating to allocations to external organisations from other Local Authorities within the next report.</p>		
10.1	<u>Annual Committee Effectiveness Report - COM/23/320</u>	<u>The Committee resolved:</u> note the annual report of the Finance and Resources Committee.		
10.2	<u>New Lease Policy - RES/23/376</u>	<u>The Committee resolved:</u> approve the new Lease Policy as appended to the report.		
10.3	<u>Aberdeen Archives, Gallery and Museums Annual Review June 2022 - May 2023 - COM/23/351</u>	<u>The Committee resolved:</u> approve the Aberdeen Archives, Gallery and Museums Annual Review (June 2022 – May 2023) (Appendix A).		
10.4	<u>Partnership with NHS Grampian to provide Statutory Mortuary Services on behalf of Aberdeen City Council - RES/23/368</u>	<u>The Committee resolved:</u> (i) approve that the statutory mortuary services currently delivered by Aberdeen City Council shall be delivered by NHS Grampian via the		

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		<p>new Shared North East Scotland Mortuary (to be operated by NHS Grampian) from around mid-2024; and instruct the Chief Officer - Operations and Protective Services, following consultation with the Head of Commercial and Procurement and the Chief Officer – Finance, to enter into a new partnership working agreement with NHS Grampian for the provision of mortuary services; and</p> <p>(ii) agree the transfer of Aberdeen City Council mortuary staff to NHS Grampian, once the new Shared North East Scotland Mortuary is completed, subject to the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE); and instruct the Chief Officer - Operations and Protective Services, following consultation with the Chief Officer – People and Organisational Development and the Chief Officer – Finance, to undertake the necessary processes to effect this transfer.</p>		
11.1	<p><u>Adoption of LDP Participation Statement - COM/23/352</u></p>	<p><u>The Committee resolved:</u></p> <p>(i) note the comments received during the recent public consultation on the Draft Participation Statement and approve officers’ responses to the consultation comments, as outlined in Appendix 1; and</p> <p>(ii) agree the Draft Participation Statement section of the 2023 Development Plan Scheme (pages 20</p>		

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		to 26 in Appendix 2), and approve its adoption.		
12.1	<p><u>Disposal of the Bucksburn Primary School Site - RES/23/353</u></p> <p>An exempt appendix is contained within the Exempt Appendices Section of this agenda below.</p>	<p><u>The Committee resolved:</u></p> <p>(i) accept the recommended offer to purchase the site as outlined in Appendix 2; and</p> <p>(ii) instruct the Chief Officer – Governance to conclude missives for the disposal of the property incorporating various qualifications as are necessary to protect the Council’s interest, together with any other matters as are required to complete the transaction.</p>		
13.1	<p><u>Work Plan and Business Cases - RES/23/361</u></p> <p>Exempt appendices are contained within the Exempt Appendices Section of this agenda below.</p>	<p><u>The Committee resolved:</u></p> <p>(i) review the workplan as detailed in the Appendices for the Commissioning and Customer Functions;</p> <p>(ii) approve the procurement business cases, including the total estimated expenditure for the proposed contract;</p> <p>(iii) note the content of Appendix 3 - 3.10 Memos (Exemption Urgency); and</p> <p>(iv) note the content of Appendix 4 - 4.1.3 Forms (Technical Exemption).</p>		
14.1	<p><u>The Outcome of Commercial Property Auctions Pilot Project - RES/23/373</u></p>	<p><u>The Committee resolved:</u></p> <p>(i) note the outcome of the pilot trial of disposing of surplus Council property via a Commercial Property Auction;</p> <p>(ii) <i>{redacted as it contained exempt information as described in paragraph(s) 9 of Schedule 7A of the Local Government (Scotland) Act 1973}</i>; and</p>		

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		(iii) instruct the Chief Officer - Corporate Landlord to put an annual report to Committee advising which subjects were put forward to auction and the outcome of this action.		
15.1	<u>Outline Business Case: New Secondary School Provision for Hazlehead and Countesswells - Exempt Appendices</u>	The Committee resolved: to note the information contained within the exempt appendices.		
15.2	<u>St Peter's RC School – Long Term Education Provision - Exempt Appendices</u>	The Committee resolved: to note the information contained within the exempt appendices.		
15.3	<u>Complex Care Full Business Case - Exempt Appendix</u>	The Committee resolved: to note the information contained within the exempt appendix.		
15.4	<u>Disposal of the Bucksburn Primary School Site - Exempt Appendix</u>	The Committee resolved: to note the information contained within the exempt appendix.		
15.5	<u>Work Plan and Business Cases - Exempt Appendices</u>	The Committee resolved: to note the information contained within the exempt appendices.		

If you require any further information about this decision sheet, please contact Mark Masson, mmasson@aberdeencity.gov.uk or 01224 067556