

Public Document Pack



To: Councillor McLellan, Convener; Councillor Yuill, Vice-Convener; and Councillors Allard, Brooks, Cooke, Farquhar, Greig, Malik and Watson.

Town House,
ABERDEEN 6 March 2024

FINANCE AND RESOURCES COMMITTEE

The Members of the **FINANCE AND RESOURCES COMMITTEE** are requested to meet in **Committee Room 2 - Town House on WEDNESDAY, 13 MARCH 2024 at 10.00 am**. This is a hybrid meeting and Members may also attend remotely.

The meeting will be webcast and a live stream can be viewed on the Council's website. <https://aberdeen.public-i.tv/core/portal/home>

JENNI LAWSON
INTERIM CHIEF OFFICER – GOVERNANCE (LEGAL)

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EXEMPT/CONFIDENTIAL BUSINESS

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EXEMPT APPENDICES

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Integrated Impact Assessments related to reports on this agenda can be viewed [here](#)

To access the Service Updates for this Committee please click [here](#)

Website Address: aberdeencity.gov.uk

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

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FINANCE AND RESOURCES COMMITTEE

ABERDEEN, 30 January 2024. Minute of Meeting of the FINANCE AND RESOURCES COMMITTEE. Present:- Councillor McLellan, Convener; Councillor Yuill, Vice-Convener; and Councillors Allard, Blake (as substitute for Councillor Malik), Cooke, Farquhar, Greig, Houghton, Hutchison, Radley, Thomson, van Sweeden and Watson.

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

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

DETERMINATION OF EXEMPT BUSINESS

1. The Convener proposed that the Committee consider item 14.1 (Site at Beach Esplanade – Proposed Alternative Use), item 15.1 (Council Financial Performance – Quarter 3, 2023/24 – Exempt Appendices), item 15.2 (Unrecoverable Debt – Exempt Appendices) and item 15.3 (Workplan and Business Cases – Exempt Appendices) with the press and public excluded from the meeting.

The Committee resolved:-

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 above items so as to avoid disclosure of information of the classes described in the following paragraphs of Schedule 7(A) to the Act:- article 17 (paragraph 9), articles 18 and 19 (paragraph 6) and article 20 (paragraph 8).

DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

2. Members were requested to intimate any declarations of interest or transparency statements in respect of the items on today's agenda, thereafter the following was intimated:-

- (1) Councillor Cooke advised that he had a connection in relation to agenda item 9.5 (Complex Care Funding Profile Stoneywood) 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
- (2) The Vice Convener advised that he had a connection in relation to agenda item 9.5 (Complex Care Funding Profile Stoneywood) by virtue of him being a member of the NHS Grampian Board, however having applied the objective test, he did not consider that he had an interest and would not be withdrawing from the meeting.

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DEPUTATION BY HAMISH MCDONALD, ABDN LIMITED

3. The Committee received a deputation from Mr Hamish McDonald, ABDN Ltd, in relation to item 14.1 (Site at Beach Esplanade – Proposed Alternative Use), article 17 of this minute refers.

Mr McDonald provided details on his proposal for a holiday lodge park development at the Beach Esplanade site, making reference to other high quality coastline lodge parks on the east of Scotland, including Seton Sands, Arbroath, South Links, Montrose and St Cyrus.

Mr McDonald provided background information to the proposal which commenced in July 2021 with an initial inquiry being made in relation to the site at the Beach Promenade which was well located and was ideal for a lodge park development with great access to facilities, local golf courses and the beach. He explained that there was a meeting with Council officers to discuss the proposal further and was told that the principle of the project made sense and the location would be suitable, however that would be subject to gaining planning approval and was therefore advised to submit a Pre-Application Advice Request. He indicated that the planning issues around the project were examined and he believed that there were positive solutions to all of these. He made reference to an Aberdeen Policy Panel report released in December 2021 which stated that the vision of Aberdeen tourism was to turn itself into an attractive city for cultural breaks and a gateway to the wider region and that this proposal would meet that vision for Aberdeen.

Mr McDonald indicated that in March 2022 it was agreed that additional information was required to consider the proposal further which resulted in an instruction to undertake an Economic Impact Assessment which revealed that since Covid, there had been a move towards UK holidays and Aberdeen did not cater for holiday lodge accommodation. The report also stated that the proposal would bring excellent economical benefits to Aberdeen, which identified employment opportunities for 81 jobs locally and 8 onsite positions, which could potentially bring £4.25M per annum of offsite tourism spend. He explained that the proposed economic value of employment gross value added generated by the development would also inject approximately an additional £2.14M into the local economy annually. He advised that the economic assessment based these figures on average occupancy rates of less than 45%, but in his opinion this was a very conservative estimate as Aberdeen had so much tourism potential to offer, and in addition the economic benefits were not relying on the oil and gas sector and was fully focussed on tourist accommodation.

Mr McDonald made reference to his previous experience in various other lodge parks indicating that at present he was involved in Stewart's Resort luxury development at St Andrews.

Mr McDonald explained that the proposed development in Aberdeen was entirely at his own risk, time, expense and effort with the project being entirely self funded with a

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reference confirmation from his chartered accountant, with the total completion cost exceeding approximately £20M.

He advised that there were other opportunities outwith Aberdeen, however he strongly believed in the proposal, being passionate about his home city and was keen to invest in something that Aberdeen did not have, noting that the location of the holiday park at the beach would be an amazing addition to the city. He explained that there would be no financial exposure or risk to Aberdeen City Council on the project and therefore requested that the Committee give full consideration to the proposal.

The Committee resolved:-

to note the deputation and to thank Mr Hamish McDonald for his attendance.

MINUTE OF PREVIOUS MEETING OF 22 NOVEMBER 2023

4. The Committee had before it the minute of its previous meeting of 22 November 2023.

The Committee resolved:-

to approve the minute.

COMMITTEE PLANNER

5. The Committee had before it the Committee Business Planner prepared by the Interim Chief Officer – Governance (Legal).

The Committee resolved:-

- (i) to remove item 5 (Public Art Guidance and Panel) and Item 7 (Belmont Cinema) from the planner, for the reasons outlined therein;
- (ii) to note the reason for deferral in relation to item 13 (Financial Settlement from Transport Scotland for the De-trunking of the A92/A96 (Haudagain Improvement)); and
- (iii) to otherwise note the Committee Business Planner.

NOTICE OF MOTION BY COUNCILLOR THOMSON

6. The Committee had before it a Notice of Motion by Councillor Thomson in the following terms:-

That the Committee notes that:-

- (1) The pressure on organisations to pay the right amount of tax in the right place at the right time has never been stronger;

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- (2) Polling from the Institute for Business Ethics finds that “corporate tax avoidance” has, since 2013, been the clear number one concern of the British public when it comes to business conduct;
- (3) More than two-thirds (68%) of the Scottish public agree that the Government and local councils should consider a company’s ethics and how they pay their tax as well as value for money and quality of service provided, when undertaking procurement;
- (4) Around 15% of public contracts in Scotland have been won by companies with links to tax havens;
- (5) It has been conservatively estimated that losses from multinational profit-shifting (just one form of tax avoidance) could be costing the UK some £17bn per annum in lost corporation tax revenues; and
- (6) The Fair Tax Mark offers a means for business to demonstrate good tax conduct, and has been secured by wide range of businesses across the UK, including FTSE-listed PLCs, cooperatives, social enterprises and large private businesses.

That the Committee believes that:-

- (1) Paying tax is often presented as a burden, but it shouldn’t be;
- (2) Tax enables us to provide services from education, health and social care, to flood defence, roads, policing and defence. It also helps to counter financial inequalities and rebalance distorted economies;
- (3) As recipients of significant public funding, local authorities should take the lead in the promotion of exemplary tax conduct; be that by ensuring contractors are paying their proper share of tax, or by refusing to go along with offshore tax dodging when buying land and property;
- (4) Where substantive stakes are held in private enterprises, then influence should be wielded to ensure that such businesses are exemplars of tax transparency and tax avoidance is shunned - e.g., no use of marketed schemes requiring disclosure under DOTAS regulations (Disclosure Of Tax Avoidance Schemes) or arrangements that might fall foul of the General Anti-Abuse Rule;
- (5) More action is needed, however, as current law significantly restricts councils’ ability to either penalise poor tax conduct or reward good tax conduct, when buying goods or services; and
- (6) UK cities, counties and towns can and should stand up for responsible tax conduct – doing what they can within existing frameworks and pledging to do more given the opportunity, as active supporters of international tax justice.

That the Committee resolves to:-

- (1) Approve the Councils for Fair Tax Declaration;
- (2) Lead by example and demonstrate good practice in our tax conduct, right across our activities;
- (3) Ensure contractors implement IR35 robustly and pay a fair share of employment taxes;
- (4) Not use offshore vehicles for the purchase of land and property, especially where this leads to reduced payments of stamp duty;

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- (5) Undertake due diligence to ensure that not-for-profit structures are not being used inappropriately as an artificial device to reduce the payment of tax and business rates;
- (6) Demand clarity on the ultimate beneficial ownership of suppliers and their consolidated profit & loss position;
- (7) Promote Fair Tax Mark certification to any business in which we have a significant stake and where corporation tax is due;
- (8) Support Fair Tax Week events in the area, and celebrate the tax contribution made by responsible businesses who say what they pay with pride; and
- (9) Support calls for urgent reform of EU, UK and Scots law to enable local authorities to better penalise poor tax conduct and reward good tax conduct through their procurement policies.

The Committee resolved:-

to Instruct the Chief Officer - Finance following consultation with the Chief Officer – Corporate Landlord and the Head of Commercial and Procurement Services to bring a report back to the Finance and Resources Committee on 8 May 2024 on the implications of implementing the motion.

COUNCIL FINANCIAL PERFORMANCE - QUARTER 3, 2023/24 - RES/24/031

7. The Committee had before it a report by the Director of Resources which provided the financial position of the Council as at Quarter 3 (31 December 2023) and the full year forecast position for the financial year 2023/24, including:-

- General Fund and Housing Revenue Account (HRA) and capital accounts; and associated Balance Sheet; and
- Common Good revenue account and Balance Sheet

The report recommended:-

that the Committee –

- (a) note the cash position that has been achieved for the General Fund and HRA to the end of Quarter 3 as detailed in Appendix 1;
- (b) note the Common Good financial performance to the end of Quarter 3 as detailed in Appendix 3;
- (c) note that the General Fund full year forecast position remains on track to achieve a full year outturn of 'on budget', and subject to any further financial shocks being experienced in the final quarter. Continuing action, as outlined in Appendix 2 will remain in place for the financial year;
- (d) note that the Council maintains financial resilience with the resources available on the Council Balance Sheet, the 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.

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- (e) note that the HRA full year forecast position, as detailed in Appendix 2, is on target to achieve the approved budget, but continues to face challenging cost pressures as outlined in previous quarters and the 2024/25 HRA budget report, presented to Council in December 2023;
- (f) 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, the Chief Officer – Finance has received assurance that the IJB will achieve a balanced budget for 2023/24;
- (g) note that the forecast for General Fund Capital budget continues to reflect the previously reported position, that spending 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;
- (h) note that the non-teaching staff pay award has now been agreed and was paid to staff in December. The budgets, actuals, and forecasts in Appendices 1 and 2 now include the pay award figures. The final pay award has relied on additional funding from Scottish Government of £3.5m, and a further contribution from the Council of £1.2m, £0.88m of which will be funded by reserves in 2023/24 and refunded by Scottish Government in 2024/25.
- (i) note the transactions and approve the write off of debt as noted in exempt Appendix 5; and
- (j) approve, as per the exempt Appendix 6, the extension of a bank guarantee to Transition Extreme for a further 12 months, until 31 March 2025, to a revised value of £125,000. Note the expectation that plans beyond April 2025 will enable the removal of this guarantee and instruct the Chief Officer – Finance to review the position during 2024/25 and provide an update in the 2024/25 Quarter 3 Financial Performance report.

The Convener, seconded by the Vice Convener, moved:-

that the Committee approve the recommendations contained within the report.

Councillor Watson, seconded by Councillor Thomson, moved as an amendment:-

that the Committee:-

- (1) approve recommendations (a) to (h) and (j) as outlined in the report; and
- (2) note the write off position regarding Appendix 5 and instruct the Chief Officer - Finance to bring a report, on the circumstances surrounding those described in Appendix 5, including any other pertinent matters identified, to the Audit, Risk and Scrutiny Committee within two cycles.

During discussion, the Convener and Councillor Watson moved a joint motion, which was seconded by the Vice Convener, as follows:-

that the Committee:-

- (1) approve the recommendations contained within the report;
- (2) acknowledge that in May 2022 Aberdeen City Council provided a loan in relation to Units C and E at Marischal Square 1, which was approved and authorised using delegated powers and funded through the Marischal Square Development Account; and

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- (3) instruct Internal Audit to carry out an investigation into the circumstances described in Appendix 5, and any pertinent matters, using delegated powers and funded through the Marischal Square Development Account, given the financial loss to Aberdeen City Council and potential failure to achieve best value for the public pound, and report back to Audit, Risk and Scrutiny Committee with any recommendation as deemed necessary.

The Committee resolved:-

to adopt the joint motion by the Convener and Councillor Watson.

TRANSPARENCY STATEMENT

At this juncture, Councillor Hutchison advised that he had a connection in relation to this item by virtue of him being a Council appointed member on the Aberdeen Heat and Power Board. Having applied the objective test, he did not consider that he had an interest and would not be withdrawing from the meeting.

TORRY HEAT NETWORK - FUTURE OPERATIONS - RES/24/026

8. With reference to article 12 of the minute of meeting of the City Growth and Resources Committee of 21 September 2022, the Committee had before it a report by the Director of Resources which provided an update on the Torry Heat Network and sought approval for progressing the methodology in setting the heat sales price and to progress further commercial agreements which would benefit the viability of the wider heat network.

The report recommended:-

that the Committee –

- (a) note the current status of discussions held with Commercial Organisations and the potential additional opportunities with others to maximise the financial and carbon savings as the network is extended; and
- (b) delegate authority to Aberdeen Heat and Power to enter into heat supply agreements with both commercial and domestic customers, subject to the terms set by the Council's annual budget decisions; and approves the methodology for the setting of heat sales prices outlined in section 4.2 of this report.

The Committee resolved:-

to approve the recommendations.

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ABERDEEN CITY'S AFFORDABLE HOUSING DELIVERY PROGRAMME - COM/24/020

9. With reference to article 9 of the minute of meeting of the City Growth and Resources Committee of 21 September 2022, the Committee had before it a report by the Director of Commissioning which sought approval of the allocation of Section 75 and Council Tax funds to the council's new build housing programme.

The report recommended:-

that the Committee approve the allocation of the £1,935,655 Section 75 and Council Tax monies, detailed at section 3.8 of the report, to the council house new build programme.

The Committee resolved:-

to approve the recommendation.

UNRECOVERABLE DEBT - CUS/24/028

10. The Committee had before it a report by the Director of Customer Services which provided details on the numbers and values of Council Tax, Non-Domestic Rates, Housing Benefit Overpayments, Penalty Charge Notices, Bus Lanes Enforcement Charge Notices, Service Income and Council House Rent debts made unrecoverable during 2022/23 as required in terms of the Council's Financial Regulations and sought approval of Non-Domestic Rates write offs in excess of £25,000.

The report recommended:-

that the Committee –

- (a) approve the listing of the Non-Domestic Rates debts in excess of £25,000 shown in Appendix 6 as unrecoverable and instruct the Chief Officer - People and Organisational Development and Customer Experience to write them off; and
- (b) note the Financial Regulations number, value and reasons for debts written off for Council Tax, Non-Domestic Rates, Housing Benefit Overpayments, Penalty Charge Notices, Bus Lanes Enforcement Charge Notices, Service Income and Council house rent during 2022/23.

The Committee resolved:-

to approve the recommendations.

COMPLEX CARE FUNDING PROFILE STONEYWOOD - RES/24/032

11. With reference to article 7 of the minute of the previous meeting of 22 November 2023, the Committee had before it a report by the Director of Resources which sought an amendment to the 2023-2025 Housing Capital Programme to include provision for the construction of Complex Care accommodation at Stoneywood.

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The report recommended:-

that the Committee –

- (a) note the contents of the report;
- (b) approve the amendment to the 2023-2025 Housing Capital Programme to include Stonewood accordingly; and
- (c) note that the Chief Officer - Aberdeen City Health and Social Care Partnership will present a report to Aberdeen Integration Joint Board on 6 February 2024 to seek approval for the changes highlighted in this report and for the costs for servicing the borrowing.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) instruct the Chief Officer – Capital to include quarterly updates on progress to the Finance and Resources Committee, including the full funding profile for this development.

PERFORMANCE MANAGEMENT FRAMEWORK REPORT - COMMISSIONING AND RESOURCES - COM/24/027

12. The Committee had before it a report by the Director of Commissioning which presented the status of key cluster performance measures and activity indicators relating to the Commissioning and Resources Functions and People and Organisational Development Cluster.

The report recommended:-

that the Committee note the report and provide comments and observations on the performance information contained in the report Appendix.

The Committee resolved:-

to note the performance information contained in the report Appendix.

INTERNATIONAL TRAVEL 2024/25 - COM/24/029

13. With reference to article 6 of the minute of meeting of 6 July 2023, the Committee had before it a report by the Director of Commissioning which sought approval for a visit to Stavanger in March 2024; and approval of proposed international travel by officers and elected members in order to support relevant City Growth activities in 2024/25.

The report recommended:-

that the Committee –

- (a) approve the Lord Provost/one Elected Member plus one officer to attend High Wind 2024 in Stavanger, Norway between 11-12 March 2024;

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- (b) approve international travel and overseas conference attendance to support City Development activity as detailed below, and subject to the maximum expenditure set out in paragraph 4.1 of the report:
 - (1) The Lord Provost plus one officer to attend the World Energy Council Congress in Rotterdam, Netherlands between 22 – 25 April 2024;
 - (2) The Lord Provost plus one officer to attend the World Energy Cities Partnership AGM in Stavanger, Norway between 22 – 25 August 2024;
 - (3) One Elected Member plus one officer to attend the Hydrogen Dialogue Summit and Expo in Nuremberg, Germany between 4 – 5 December 2024;
 - (4) The Lord Provost/one Elected Member plus one officer to attend the World Energy Cities Partnership Board Meeting at CERA Week Conference in Houston, USA in March 2025;
- (c) approve international travel and overseas conference attendance to support Tall Ships 2025 as detailed below, and subject to the maximum expenditure set out in paragraph 4.2:
 - (1) Two officers to attend the Tall Ships Host Port Seminar (European location TBC), in July 2024;
 - (2) Three officers to attend Sail Training International and Tall Ships Conference (European location TBC), in November 2024;
 - (3) Two officers to attend a Tall Ships Site Visit in Dunkirk, France, in Spring 2025;
- (d) delegate authority to the Chief Officer – City Growth to authorise necessary and appropriate travel documentation and associated expenditure for the travel noted in (a), (b) and (c) above, provided costs do not exceed the budget referred to in Section 4 of this report and that all arrangements are made in line with current Council travel policies; and
- (e) agree that the outcomes of overseas activity proposed for 2024/25 will be provided to this Committee by way of an annual Service Update.

The Committee resolved:-

to approve the recommendations.

TRANSPARENCY STATEMENT

At this juncture, Councillor Radley advised that she had a connection in relation to this item by virtue of her being a Council appointed member on the Visit Aberdeenshire Board. Having applied the objective test, she did not consider that she had an interest and would not be withdrawing from the meeting.

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UK SHARED PROSPERITY FUND - COM/24/030

14. With reference to article 7 of the minute of meeting of 7 December 2022, the Committee had before it a report by the Director of Commissioning which sought approval for the proposed allocation of grant funding of the UK Shared Prosperity Fund (UKSPF).

The report recommended:-

that the Committee –

UKSPF Communities & Place

- (a) notes that Committee have previously approved a Challenge Fund approach to delivering the Communities & Place strand which enables external organisations and Aberdeen City Council services to apply for funds which meet the criteria of the programme;
- (b) notes that £3.8m was made available for the Communities & Place strand – £1.9m of which has been allocated in previous rounds and approximately 70% of the £0.9m funding recommended for approval in this round is to be awarded to external organisations;
- (c) notes that if the below recommendations are approved there is £1m to be allocated within the Communities and Place strand by 31 March 2025;
- (d) instructs officers to report back to Finance & Resources Committee 13 March 2024 with recommendations on prioritising allocation of remaining funds;
- (e) awards up to £250,976 to Camphill School Aberdeen for a Fully Inclusive Outdoor Sensory Adventure Playground for children and young people with complex support needs;
- (f) awards up to £14,988.22 to Citymoves Dance Agency for the Strive project;
- (g) awards up to £129,259 to Flexible Childcare Services Scotland for the Flexible Childcare & Family Support hubs in Tillydrone and Cummings Park;
- (h) awards up to £67,080 to Visit Aberdeenshire for a Cruise Volunteer Programme;
- (i) awards up to £106,110 to Greyhope Bay for co-creating sustainable solution for energy transition at Greyhope Bay;
- (j) awards up to £15,000 to Aberdeen Inspired for the Aberdeen Union Street Upper Floors Feasibility Study;
- (k) awards up to £30,000 to Oldmachar Church of Scotland for an upgraded heating system to enable net zero aspirations; and
- (l) awards up to £275,000 to Aberdeen City Council to deliver a programme of events for Spectra, Scotland's Festival of Light 2025.

The Convener, seconded by the Vice Convener moved:-

that the Committee approve the recommendations contained within the report.

Councillor Watson, seconded by Councillor Thomson, moved as an amendment:-

that the Committee:-

- (1) approve the recommendations contained within the report;
- (2) note that on 11 July 2023, Councillor Martin Greig announced £200,000 to deliver the SPECTRA event in 2024;

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- (3) note Councillor Martin Greig, Aberdeen City Council's culture spokesperson said: "The Spectra Festival has become a very popular event attracting thousands of people of all ages into our city centre. The event helps to ensure that our city is a vibrant and enjoyable destination. It would be great to build up partnerships with businesses and sponsors who can contribute towards Spectra. Sponsorship will offer the chance to raise their profile by reaching a considerable audience near and far. By working together, we can do so much more to promote and enhance our city for the benefit of all."
- (4) note that Spectra 2024 grants came from UKSPF, Lacer, Events Scotland, Paths for all and private public sponsorship totalling £223K plus the £200K noted above; and
- (5) agree that United Kingdom Government has come to the rescue thanks to their UKSPF Funding for the 2025 event and that additional grant funding and sponsorship is still to be agreed.

On a division, there voted:- for the motion (8) – the Convener, the Vice Convener and Councillors Allard, Cooke, Greig, Hutchison, Radley and van Sweeden; for the amendment (5) – Councillors Blake, Brooks, Farquhar, Thomson and Watson.

The Committee resolved:-

- (i) to adopt the motion; and
- (ii) to instruct the Chief Officer – City Growth to provide further information to members in relation to Culture Impact Reports, specifically how officers evaluate the impact on the wider creative sector.

CAPITAL PROJECTS - QUEEN ELIZABETH II TRIBUTE - RES/24/036

15. With reference to article 4 of the minute of meeting of the Communities Housing and Public Protection Committee of 1 November 2022, the Committee had before it a report by the Director of Resources which provided information on the ongoing and future planned Council Capital projects which could be named in tribute to Queen Elizabeth II.

The report recommended:-

that the Committee –

- (a) consider the option for capital projects that could be named after Queen Elizabeth II;
- (b) note the process for naming a Capital Project after Queen Elizabeth II; and
- (c) agree (1) which project to be named after Queen Elizabeth II and to instruct the Chief Executive to approach the Protocol and Honours Office with the decision of this Committee and report the outcome to a future Committee meeting; or (2) to take no further action.

The Convener, seconded by the Vice Convener, moved:-
that the Committee:-

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- (1) note the capital projects that could be named after Queen Elizabeth II detailed in the report; and
- (2) agree that no suitable project can be identified at this time and therefore agrees to keep the naming of a future capital projects under consideration as projects reach completion.

Councillor Watson, seconded by Councillor Thomson, moved as an amendment:-
that the Committee:-

- (1) approve recommendations (a) and (b) above;
- (2) agree to take no further action in relation to the five specific projects contained within the report; and
- (3) instruct the Chief Officer - Corporate Landlord to develop proposals to consult with the people of Aberdeen to establish what residents think would be the best tribute to the late Queen Elizabeth II and to report those findings to the most appropriate Committee by the end of the financial year 2025.

During discussion, the Convener and Councillor Watson moved a joint motion, which was seconded by Councillor Brooks, as follows:-

that the Committee:-

- (1) note the capital projects that could be named after Queen Elizabeth II detailed in the report;
- (2) agree that no suitable project can be identified at this time and therefore agrees to keep the naming of a future capital projects under consideration as projects reach completion;
- (3) agree to consult with the people of Aberdeen once an option is identified as a possible tribute to the late Queen Elizabeth II and if the public are supportive, thereafter to report those findings to the most appropriate Committee; and
- (4) instruct the Chief Officer – Capital following consultation with the Chief Officer – Corporate Landlord to circulate an annual Service Update on possible options.

The Committee resolved:-

to adopt the joint motion by the Convener and Councillor Watson.

WORK PLAN AND BUSINESS CASES - COM/24/025

16. The Committee had before it a report by the Director of Commissioning which presented procurement work plans where expenditure was included for the Children's and Family Services, Customer and Resources Functions to Committee for review and sought approval of the total estimated expenditure for the proposed contracts as contained in the Procurement Business Cases appended to the report.

The Procurement Business Case related to the following:-

- Vehicle Purchase Residential Homes for Children;

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- Additional Support Needs Advisory Project;
- Childminding Support Service;
- ServiceNow; and
- Bin Procurement.

The report recommended:-

that the Committee –

- (a) review the workplan as detailed in the Appendices for the Children’s and Family Services, Customer and Resources Functions; and
- (b) approve the procurement business cases, including the total estimated expenditure for the proposed contract.

The Committee resolved:-

to approve the recommendations.

In accordance with the decision taken at Article 1 of this minute, the following items were considered with the press and public excluded.

SITE AT BEACH ESPLANADE - PROPOSED ALTERNATIVE USE - RES/24/035

17. The Committee had before it a report by the Director of Resources which provided details on an unsolicited approach from a 3rd party seeking to lease or purchase a site at Beach Esplanade to develop as a ‘Lodge Park’ tourism accommodation facility.

The report recommended:-

that the Committee –

- (a) instruct the Chief Officer - Corporate Landlord to advise the applicant that the site is not considered suitable for this use, and accordingly, they would be unable to enter into discussions with the applicant for a lease or sale of the site; and
- (b) instruct the Chief Officer - Strategic Place Planning to consider whether this type of use could be accommodated elsewhere within the masterplan work being undertaken around the Beach.

The Committee resolved:-

to approve the recommendations.

COUNCIL FINANCIAL PERFORMANCE - QUARTER 3, 2023/24 - EXEMPT APPENDICES

18. The Committee had before it exempt appendices relating to relating to the Council Financial Performance – Quarter 3, 2023/24 report. (Article 7 of this minute refers)

FINANCE AND RESOURCES COMMITTEE

30 January 2024

The Committee resolved:-

to note the information contained within the exempt appendices.

UNRECOVERABLE DEBT - EXEMPT APPENDIX

19. The Committee had before it an exempt appendix relating to the Unrecoverable Debt report. (Article 10 of this minute refers)

The Committee resolved:-

to note the information contained within the exempt appendix.

WORK PLAN AND BUSINESS CASES - EXEMPT APPENDICES

20. The Committee had before it exempt appendices relating to the Work Plan and Business Cases report. (Article 16 of this minute refers)

The Committee resolved:-

to note the information contained within the exempt appendices.

- **COUNCILLOR ALEX MCLELLAN, Convener**

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FINANCE AND RESOURCES COMMITTEE BUSINESS PLANNER									
The Business Planner details the reports which have been instructed by the Committee as well as reports which the Functions expect to be submitting for the calendar year.									
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	
13 March 2024									
Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Mel Mackenzie	Commercial and Procurement	Commissioning	1.1.5 1.1.6			
Christmas Village Feedback Report	The Committee on 29/3/23 agreed to instruct the Chief Officer – City Growth to report back to the Finance and Resources Committee in March 2024 with the evaluation report of the 2023 event.		Matthew Williams	City Growth	Commissioning	2.1 3.2			
Review of all Grants Awarded by the Council - Alignment to 3 Tier Prevention Approach	Council at the Budget Meeting on 1/3/23 agreed to instruct the Director of Commissioning to undertake a review of all grants awarded by the Council in order to ensure alignment to the 3 Tier Prevention Approach, which included the Family Support Model, as per the Prevention Report and to report back to the Finance and Resources Committee before the end of the financial year 2023/24.		Gale Beattie		Commissioning		D	This report has been delayed to fully consider criteria for grant funding including the 3 Tier Prevention Approach to ensure our decision making framework is robust. The Chief Officer City Development and Regeneration will report back to 8 May 2024.	
Business Charter for Aberdeen City Council	Council at the Budget Meeting on 1/2/23 agreed to instruct the Chief Officer - City Growth to undertake a review of the Business Charter and report back to the Finance and Resources Committee before the end of the financial year 2023/24.		Jim Johnstone	City Growth	Commissioning	2.1.2			

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
8	External Transportation Links to Aberdeen South Harbour	The CG&R Committee on 25/8/21 agreed that subject to approval by the UK and Scottish Governments, instruct the Chief Officer - Capital to progress the next stages of project delivery, including but not limited to, surveys and investigations, design development, obtaining all necessary approvals, permissions, licences, agreements and consents required to develop the design and an Outline Business Case for the project and to report back to this Committee and the City Region Deal Joint Committee upon completion in 2024, and to provide an update if not completed by that time.		John Wilson	Capital	Resources	1.1	R	The Design Manual for Roads and Bridges Stage 3 Scheme Assessment is now concluded. OBC on the preferred option was approved by the City Region Deal Joint Committee on 9th February 2024. The way forward and next steps will be submitted to Full Council on 17th April 2024.
9	Union Street Empty Shops Action Plan – Progress Update	Council on 14/12/22 agreed to instruct the Chief Officer - City Growth to report back on progress of the plan to the Finance and Resources Committee in early 2024.		Jen Lawie	City Growth	Commissioning	1.1.17		
10	Beachfront Masterplan Phase A: Projects Update	Council on 11/9/23 agreed to instruct the Chief Officer - Commercial and Procurement to proceed with the appointment of Hub North Scotland to deliver the Beachfront medium-term interventions, and to report progress to the Finance and Resources Committee on a 6 monthly basis from the date of this report		Craig Innes	Commercial and Procurement	Resources	1.1		
11	School Estate Plan: Harlaw Academy Condition & Suitability Improvements - Outline Business Case	To seek approval of an outline business case for making improvements to the condition and suitability of the Harlaw Academy building, as detailed in the School Estate Plan	Within the planner, the F&R Committee on 13/9/23 noted that The feasibility study is under way, however, due to pressure on staffing resources, and also the complexity of this project, more time is required to complete this work. It is now anticipated that an outline business case will be presented for consideration by Committee in March 2024	Andrew Jones	Corporate Landlord	Commissioning	1.1.4	D	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme includes an updated timescale for the submission of the outline business case for Harlaw Academy improvements, which is now expected to be submitted to the Finance and Resources Committee for approval on 08/05/24.

	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									
12	Performance Management Framework Report – Commissioning, Resources and P&OD	To present Committee with the status of key cluster performance measures and activity indicators relating to the Commissioning, Resources and P&OD functions		Alex Paterson	Data & Insights Customer	Customer	2.1.3		
13	Denis Law Trail	The F&R Committee on 5/7/23 agreed:- (1) to instruct the Chief Officer – City Growth to develop a business case for Phase 2 delivery of the murals, including identifying external funding opportunities, and report back to Finance and Resources Committee 22 November 2023; and (2) to instruct the Chief Officer – City Growth to obtain the necessary agreements from the Denis Law Legacy Trust as noted at 5.1 of the report before proceeding to spend public money on this project to include confirmation that appropriate intellectual property rights/licences for design of the trail and images licence have been agreed for phase 2 delivery of the murals, and including identifying external funding opportunities, and report back to the Finance and Resources Committee on 22 November 2023.		Jim Johnstone	City Growth	Commissioning	1.1.4	D	The business case for phase 2 of the Denis Law Trail is further delayed due to the retirement of the officer leading the project and delays in replacing that resource. Following discussions with Denis Law Trust we have received suitable assurances in respect of the image licences and are moving forward to commission an artist for the trail and publish a prior information notice (PIN) for the provision of the two murals on the multi storey flats at Clifton Courts. Phase 1 commissioning of artists – 15th April with delivery of trail in Summer 2024 Phase 2 PIN for murals published mid March 2024, business case to follow by 5th November 2024
14	Place Based Investment Programme	Approval to allocate grant funding		Laura Paterson	City Growth	Commissioning	1.1.8 1.1.11 3.4		
15	UK Shared Prosperity Fund	The F&R Committee on 30/1/24 agreed to instruct officers to report back to the Finance & Resources Committee on 13 March 2024 with recommendations on prioritising allocation of remaining funds		Laura Paterson	City Growth	Commissioning	1.1.8 1.1.11 3.4		
16	Capital Programme Delivery:Projects Update	The purpose of this report is to summarise the general progress of delivery of key capital expenditure projects identified within the approved Capital Programme from the General Fund and Housing Revenue Accounts		John Wilson	Capital	Resources	1.1		
17	Disposal of Former Offices at 1 Queens Gardens	To Advise Committee of the outcome of the marketing of 1 Queens Gardens		Cate Armstrong	Corporate Landlord	Resources	4.1 4.4		

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2									
18	Lease of Sports Pitch at Cloverhill	To advise Committee of the proposed lease for the Community Sports Facility at Cloverhill		Cate Armstong	Corporate Landlord	Resources	4.1 4.4		
19			08 May 2024						
20	Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.	It may be the case that there are no Business Cases to consider and the report is withdrawn	Mel Mackenzie	Commercial and Procurement	Commissioning	1.1.5 1.1.6		
21	School Estate Plan: Victorian School Building Improvements - Outline Business Case	To seek approval of an outline business case for making improvements to the condition and suitability of Victorian school buildings, as detailed in the School Estate Plan		Andrew Jones	Corporate Landlord	Commissioning	1.1.4	D	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme includes an updated timescale for the submission of the outline business case for the Victorian Schools improvements, which is now expected to be submitted to the Finance and Resources Committee for approval in early 2025.
22	School Estate Plan: Sunnybank School relocation of additional services - Outline Business Case	To seek approval of an outline business case for relocation of additional services currently accommodated at Sunnybank School, as detailed in the School Estate Plan		Andrew Jones	Corporate Landlord	Commissioning	1.1.4	D	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme includes an updated timescale for the submission of an outline business case (should this be required) for the changes to the use of space at Sunnybank School, which would be expected to be submitted to the Finance and Resources Committee for approval on 07/08/24.

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	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									
30	School Estate Plan: St Machar Academy Outdoor Space Improvements (Modular Classroom Buildings) Condition & Suitability - Outline Business Case	The EODC on 08/09/22 agreed to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study to consider the options for the removal of unused modular classroom buildings at St Machar Academy, and for carrying out general improvements to the outdoor space at the school, and to present a costed outline business case to the Finance and Resources Committee for consideration.	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme includes an updated timescale for the submission of the outline business case for St Machar Academy outdoor space improvements, which is now expected to be submitted to the Finance and Resources Committee for approval on 08/05/24.	Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1.4		
31			07 August 2024						
32	Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.	It may be the case that there are no Business Cases to consider and the report is withdrawn	Mel Mackenzie	Commercial and Procurement	Commissioning	1.1.5 1.1.6		
33	School Estate Plan: Denominational Primary Schools	To seek approval of an outline business case for considering future arrangements for denominational primary school provision, as detailed in the School Estate Plan		Andrew Jones	Corporate Landlord	Commissioning	1.1.4	D	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme includes an updated timescale for the submission of an outline business case (should this be required) for the Denominational Schools options, which would be expected to be submitted to the Finance and Resources Committee for approval on 12/09/24.

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2									
34	School Estate Plan: Loirston Loch Primary School Provision - Outline Business Case	To seek approval of an outline business case for establishing new primary school provision for Loirston Loch, as detailed in the School Estate Plan		Andrew Jones	Corporate Landlord	Commissioning	1.1.4	D	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme indicates there is no immediate requirement to consider new school provision for Loirston Loch. and that this will be revisited post 2024.
35	Council Financial Performance - Quarter 1, 2024/25	to present the Council Financial Performance - Quartely report to Committee for consideration.		Lesley Fullerton	Finance	Resources	1.1		
36	Performance Management Framework Report – Commissioning and Resources	To present Committee with the status of key cluster performance measures and activity indicators relating to the Commissioning and Resources functions		Alex Paterson	Data & Insights Customer	Customer	2.1.3		
37	Cluster Risk Register	To present Cluster Risk Register and Assurance Maps in accordance with TOR		Ronnie McKean	Chief Officers	Directors			
38	Cultural Funding Investment Framework and Application Process	Council on 07/02/24 agreed to instruct the Chief Officer - City Growth to begin work on an investment framework and application process for cultural funding, informed by the Culture Review recommendations and to report back to the Finance and Resources Committee in 2024 for approval		Mark Bremner	City Growth	Commissioning			
39			12 September 2024						
40	Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.	It may be the case that there are no Business Cases to consider and the report is withdrawn	Mel Mackenzie	Commercial and Procurement	Commissioning	1.1.5 1.1.6		

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	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									
41	School Estate Plan: Grandhome / Oldmachar / Bridge of Don Secondary School Provision - Outline Business Case	To seek approval of an outline business case for future secondary school provision for Grandhome, Oldmachar and Bridge of Don, as detailed in the School Estate Plan		Andrew Jones	Corporate Landlord	Commissioning	1.1.4	D	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme includes an updated timescale for the submission of the outline business case for secondary school provision at Grandhome / Oldmachar / Bridge of Don, which is now expected to be submitted to the Finance and Resources Committee for approval in early 2025.
42	School Estate Plan: Bucksburn and Dyce Secondary School Provision - Outline Business Case	To seek approval of an outline business case for future secondary school provision for Bucksburn and Dyce, as detailed in the School Estate Plan		Andrew Jones	Corporate Landlord	Commissioning	1.1.4	D	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme includes an updated timescale for the submission of an outline business case (should this be required) for secondary school provision at Dyce and Bucksburn, which would be expected to be submitted to the Finance and Resources Committee for approval on 05/11/24.
43	Beachfront Masterplan – Progress Update – Phase A Projects	Council on 11/9/23 agreed to instruct the Chief Officer - Commercial and Procurement to proceed with the appointment of Hub North Scotland to deliver the Beachfront medium-term interventions, and to report progress to the Finance and Resources Committee on a 6 monthly basis from the date of this report		Craig Innes	Commercial and Procurement	Resources	1.1		
44	District Heating – Network Expansion / Waste Heat Utilisation (City Centre Link)	The Committee on 13/9/23 agreed to instruct the Head of Commercial and Procurement to explore external funding sources to support the capital delivery of this project and to report the outcomes of recommendations 2.1 and 2.2 to this Committee during Q3 2024		Barry Davidson	Commercial and Procurement	Commissioning	1.1.5		
45	Condition & Suitability 3 Year Programme (Annual Report)	This report seeks approval of an updated 3-year Condition and Suitability (C&S) Programme.		Alastair Reid	Corporate Landlord	Resources	1.1.5, 1.1.8 4.1		

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2									
46	Performance Management Framework Report – Commissioning and Resources	To present Committee with the status of key cluster performance measures and activity indicators relating to the Commissioning and Resources functions		Alex Paterson	Data & Insights Customer	Customer	2.1.3		
47	Fleet Replacement Programme (Annual Report)	To present the current position of the programme for Fleet Vehicles and Assets		John Weir/Derek Jamieson	Operations and Protective Services	Operations	1.1.6		
48	Capital Programme Delivery:Projects Update	The purpose of this report is to summarise the general progress of delivery of key capital expenditure projects identified within the approved Capital Programme from the General Fund and Housing Revenue Accounts. Council on 13/12/23 agreed to instruct the Chief Officer - Capital to report back to a future meeting of the Finance and Resources Committee in 2024 with a progress update report in relation to St Peter's RC School Old Aberdeen House Development.	This report will include an update on the St Peter's RC School Old Aberdeen House Development.	John Wilson	Capital	Resources	1.1		
49	Housing Revenue 30 Year Account Business Plan	Council on 13/12/23 agreed to instruct the Chief Officer - Finance, in consultation with the Chief Officers - Corporate Landlord and Early Intervention and Community Empowerment to prepare an updated 30-year HRA Business Plan, commissioning external support where necessary, and reporting back to the Finance and Resources Committee before the end of September 2024		Jonathan Belford	Finance	Resources	1.1		
50			05 November 2024						
51	Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.	It may be the case that there are no Business Cases to consider and the report is withdrawn	Mel Mackenzie	Commercial and Procurement	Commissioning	1.1.5 1.1.6		
52	Council Financial Performance - Quarter 2, 2024/25	to present the Council Financial Performance - Quartely report to Committee for consideration.		Lesley Fullerton	Finance	Resources	1.1		

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	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									
53	Commercial Property Auctions Annual Report (Annual Report)	The Committee on 22/11/23 agreed to 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.		Cate Armstrong	Corporate Landlord	Resources	4.1 4.4		
54	Annual Committee Effectiveness Report	The purpose of this report is to present the annual report of the Finance and Resources Committee to enable Members to provide comment on the data contained within (Reporting Period is 15 October 2023 to 15 October 2024)		Mark Masson	Governance	Commissioning	GD 8.5		
55			TBC						
56	Newhills Additional Primary School	The F&R Committee on 17/5/23 agreed to instruct the Chief Officer – Corporate Landlord to report back to a future meeting of the Finance and Resources Committee in 2024 with the Full Business Case	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme indicates that there is no immediate requirement to undertake a consultation on a proposed new school at Newhills, which would be required prior to presenting a full business case. An update on likely timescales for the consultation and full business case for the new school will be included within the update to the School Estate Plan to be presented to the ECS Committee in September 2024, at which point a further update will also be provided to the F&R Committee.	Andrew Jones/Maria Thies	Corporate Landlord	Commissioning	1.1, 1.1.4, 1.1.9 & 4.1		
57	Developer Obligations - Asset Plans	<p>The CG&R Committee on 26/09/19 agreed to note that the Chief Officer – Strategic Place Planning would undertake the consultation on the draft Asset Plan template as outlined within this report and report the outcomes to a future meeting of this committee.</p> <p>Council on 10/03/21 agreed that given the significant impact on the development industry in the last 12 months, to instruct the Chief Officer - Strategic Place Planning to report to the City Growth and Resources Committee by the end of 2021 on the legally binding developer obligations that have been signed with the Council</p> <p>The CG&R Committee on 3/2/22 agreed to defer this.</p> <p>The recent publication of the Draft National Planning Framework 4 (NPF4) and draft Development Plan Regulations, building on the provisions of the Planning (Scotland) Act 2019, and associated proposed infrastructure levy, may now have superseded the proposals to develop asset plans. In the absence of a clear route forward it is recommended to provide a service update when more information is known on the Scottish Governments position on the current consultations and the possible introduction of an infrastructure levy.</p>	National Planning Framework 4 was just published in February 2023, officers are looking at the implications of that in relation to Developer Obligations and the yet to be defined Infrastructure Levy including in the planning Act. (update provided by David Dunne for the 29/3/23 meeting)	David Dunne/James Welsh	Strategic Place Planning	Commissioning	3.2		

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	13 March 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Union Street Empty Shops Action Plan – Progress Update
REPORT NUMBER	COM/24/066
DIRECTOR	Gale Beattie
CHIEF OFFICER	Julie Richards-Wood
REPORT AUTHOR	Jen Lawie
TERMS OF REFERENCE	1.1.17

1. PURPOSE OF REPORT

- 1.1 In December 2022, Council approved the Union Street Empty Shops Action Plan and instructed the Chief Officer – City Growth to report back on progress in early 2024. This report provides Members with an update on this basis, including the improved figures for vacant units and footfall against the 2022 benchmarks.

2. RECOMMENDATION(S)

That Committee:

- 2.1 Notes the progress made over the last 12 months in forming partnerships with city centre stakeholders to deliver activity in line with the Action Plan, as set out in Sections 3.2 to 3.3; and Section 3.10 to 3.13;
- 2.2 Notes the progress made since the launch of the Union Street Empty Shops Grant Scheme in July 2023 as set out in Sections 3.14 to 3.19;
- 2.3 Notes that Aberdeen City Council approved an additional £500,000 towards the Grant Scheme at its Budget meeting on 6 March 2024;
- 2.4 Approves the updates to Union Street Empty Shops Grant Scheme Guidance as outlined in Section 3.20;
- 2.5 Notes the progress made over the last 12 months in supporting repopulation of empty units on Union Street in line with the Action Plan, as set out in Section 3.6; and Sections 3.21 to 3.26;
- 2.6 Instructs the Chief Officer – City Development & Regeneration to progress the priority activities set out in Section 3.27 over the next 12 months; and
- 2.7 Instructs the Chief Officer – City Development & Regeneration to provide an annual update on progress.

3. CURRENT SITUATION

- 3.1 Aberdeen City Council, at its meeting in December 2022, approved the Union Street Empty Shops Action Plan aimed at repopulating vacant units on Union Street. The Action Plan was based on five development principles drawn from consultation and identified six themed programme areas with potential interventions under each proposed for consideration. It is intended as a shared resource for all city centre stakeholders and partners to support and take leadership on.
- 3.2 Along a similar timescale, the Business Improvement District, Aberdeen Inspired, hosted a 'Union Street Summit' in November 2022, with feedback informing a report by consultant company The Vacant Shops Academy. One of the 'next steps' of this report called for the creation of a stakeholder group, leading to the incorporation of a not-for-profit company 'Union Street Partnership Ltd', which launched as Our Union Street in March 2023.
- 3.3 Given the Action Plan's call for stakeholder collaboration and contribution, approval was granted at the Finance and Resources Committee in July 2023 to appoint an Elected Member as a Board Observer to Our Union Street, and to allocate £100,000 from the Council's General Fund Revenue Budget over the next three financial years (2023/24 to 2025/26) to Our Union Street for specified activity in fulfilment of regeneration objectives. Aberdeen Inspired, Aberdeen and Grampian Chamber of Commerce, Opportunity North East, AB15 and Shell are also making financial contributions to Our Union Street and are on the Board.
- 3.4 Following the devolution of Non-Domestic (Business) Rates – Empty Property Relief to local authorities from 1 April 2023, Aberdeen City Council took the decision to amend relief to one single award of "50% for 3 months followed by 10% thereafter" across all relief categories (except Insolvency). Despite this change having the most impact on the 395 'historic/listed' buildings in Aberdeen (254 of these being within the city centre) who were previously in receipt of 100% relief for an unlimited period, little negative feedback was received by Business Rates at the time of implementation, and anecdotally it has been reported as a useful tool in negotiations between letting agents, landlords and new tenants.
- 3.5 These changes within the city centre context since the inception of the Empty Shops Action Plan have naturally impacted on how the proposed interventions are prioritised. Through 2023 therefore focus has been on building stakeholder connections and aligning planned activity to ensure best use of resources and avoid duplication, and the promotion and launch of the Union Street Empty Shops Grant Scheme.

Progress Report 2023 **Union Street Benchmarks**

- 3.6 Data at the time of writing the Union Street Empty Shops Plan (from September 2022) revealed 47 vacant ground floor units on Union Street from a total of 189,

representing a vacancy rate of almost 25%. From March 2023 onwards, monthly walkabout surveys have been undertaken to monitor the number of units becoming visually occupied and those becoming visually vacant. The lowest number of vacant units on Union Street during this period was recorded in October 2023, when there were 36 vacant units. As at 29 February 2024, the number of vacant units stands at 37.

- 3.7 From the same period (September 2022), monthly data revealed city centre footfall in Aberdeen had reached its highest level since the pandemic, over 2 million for the first time since February 2020. Through 2023, footfall in Aberdeen city centre has increased by 17.8%, showing continued recovery although still lagging behind 2019 levels.
- 3.8 Aberdeen's cultural offering and events programme has continued to have a positive impact on city centre footfall levels through 2023. Spectra and the Christmas Market boosted average weekend footfall figures of 156,835 and 125,694 respectively, compared to the average weekend footfall in 2023 of 117,409. This programme is enhanced by activity by partners, including Aberdeen Inspired's Foodie Fortnight twice annually and NuArt event and the Chamber's Masterclass series.
- 3.9 Port of Aberdeen welcomed 43 cruise ship arrivals through 2023. While not all passengers will visit the city centre, an average increase of around 6% in city centre footfall was recorded on the dates of the cruise ship visits compared with the same day the previous week.

Our Union Street

- 3.10 Following extensive public consultation, Our Union Street published its first White Paper identifying 17 key areas for volunteer teams to research and make recommendations around in June 2023. From these, the second White Paper assimilated the key areas into 5 priority action areas:
- Brighten the street – getting the street clean then bring extra colour and interest to it;
 - Fill the units – create and market a compelling offer then attract great businesses to occupy them and bring them back to life;
 - Use the space – use empty shop windows as a fascinating and changing street gallery to attract people to the street and brighten up empty retail units;
 - Tell the story – create a single reliable source of information about what's happening in the city centre and create lots of attractions and events; and,
 - Engage the people – recruit and deploy the volunteers needed to deliver the four action areas.
- 3.11 Given the synergy between these action areas and the development principles of the Union Street Empty Shops Action Plan, introductions and meetings between Our Union Street and officers from many Council services including City Development, Archives, Gallery & Museums, City Events, Strategic Place Planning and Environment have been facilitated to enable collaboration on activity.

- 3.12 Examples of such activity through 2023 include Environment supporting Our Union Street and a team of volunteers with a clean-up of St Nicholas Kirkyard; Archives, Gallery & Museums offering access to resources, images, research information and items from our collection to support 'use the space' and 'tell the story' efforts; and City Development collaborating on regular 'mapping' exercises of Union Street to gather data which will support the creation of a dedicated webpage for vacant commercial units and promote the relevant reliefs, incentives and grants available.
- 3.13 In September 2023, Scottish Government announced £400,000 funding to Our Union Street over the 2024/25 and 2025/26 financial years. The funding will be based on a project proposal, and is intended to maximise the impact of activity already being developed and contributions pledged. Officers will continue to work closely with Our Union Street to ensure the funding proposal aligns with ongoing city centre strategy and policy; enables wider learning and potential for implementation across the city centre area more broadly; and is sustainable.

Union Street Empty Shops Grant Scheme

- 3.14 Following budget setting at 1 March 2023, and approval of Scheme governance at Finance and Resources committee in July 2023, the Union Street Empty Shops Grant Scheme was launched. The £500,000 fund was initially planned to run over the 2023/24 and 2024/25 financial years, offering match-funded grant awards of up to £35,000 to new tenants or landlords, with core objectives to:
- Reduce the number of vacant shops on Union Street through supporting eligible physical works required for internal reconfiguration for new uses – be that retail, cultural, hospitality or office space.
 - Leverage private investment in vacant shops on Union Street to bring them back into use.
 - Support new business start-ups and entrepreneurs, and create new employment opportunities, through enabling the provision of suitable premises on Union Street.
- 3.15 The parameters of the Grant Scheme were devised in consultation with internal and external stakeholders including City Growth, Strategic Place Planning, Operations and Protective Services, Corporate Landlord, Legal, Finance, letting agents, property specialists, Our Union Street, Federation of Small Businesses, Creative Services Scotland and Peacock Visual Arts.
- 3.16 Press releases to support the Grant Scheme launch were issued by Aberdeen City Council, Invest Aberdeen, Aberdeen Inspired and Our Union Street, achieving coverage in the Press and Journal, BBC News and the Aberdeen Grampian Chamber of Commerce daily bulletin. Direct engagement to raise awareness has also taken place with commercial letting agents, Business Gateway advisers, Federation of Small Businesses, Regional Inward Investment Forum, Regional Property Working Group and with local architects. FG Burnett are including information about the Grant Scheme in the property marketing brochures of all eligible units.

- 3.17 Interest in the Grant Scheme has been high with around 65 enquiries received and being tracked. The Review Panel has approved and issued grant agreements to four applicants – supporting a fashion boutique at 226 Union Street, a coffee takeaway at 474 Union Street, a watch retailer at 132 Union Street and a restaurant and takeaway at 118 Union Street. This represents a total allocation of £140,000 from the Grant Scheme to date, which has leveraged £1.07m in additional private investment. Supporting media activity is planned with a number of grant recipients once works are completed.
- 3.18 Since the start of 2024, momentum has continued to build and a further 9 applications have been received. Subject to all supporting documentation being submitted, these applications should be ready for consideration at Review Panel meetings in March and May. If approved, total allocation will rise to circa £455,000. Once open and trading, the units awarded grants as detailed at 3.17, and those pending approval, should further reduce the number of vacant units reported at 3.6.
- 3.19 Reflecting the demand and success of the scheme to date, Council approved an additional £500,000 for the Grant Scheme and an extended duration into 2025/26, at its Budget meeting on 6 March 2024 to support further applications and progress.
- 3.20 Based on enquiries and applications received, and experience in managing the Grant Scheme to date, the following modifications to the Application Guidance are proposed by the Review Panel for approval:
- Pre-engagement from potential applicants to be made essential rather than advised;
 - Eligible project costs to include business equipment where it is specific and integral to the new business operations; and
 - Eligible project costs to include works at basement/first floor levels, as long as the application pertains to a unit with ground floor frontage which is being activated, and renovation of upper/lower floors supports the unit becoming reoccupied for a new use. For example where a restaurant is opening on the ground floor, with the kitchen facilities being situated on the first floor, a claim for flooring costs throughout could be included.

Union Street Empty Shops Action Plan – Programme Areas

- 3.21 The Union Street Empty Shops Action Plan structured interventions for consideration around 6 programme areas. The last of these referred to Funding and has been considered above in Sections 3.14 to 3.18. Interventions which have been explored and/or delivered, aligning with the other 5 areas are detailed here.
- 3.22 Supporting Programme 1 - Distinctive Aberdeen:
- Pop-up use of vacant units has been explored with Non-Domestic (Business) Rates Policy team at the Scottish Government. While filling units on a temporary basis undoubtedly improves city centre vibrancy, such tenancy impacts on Scottish Government's eligibility criteria for 'Fresh Start Relief' which states a unit must be unoccupied for a continuous period of at least 6 months. Thus the commercial attractiveness of a unit to a long-term

tenant is negatively affected when pop-up activity takes place. Provision for pop-up traders has been facilitated by the Trinity Centre, now under local ownership. During the pre-Christmas period 2023, the Centre hosted two pop-up shops; a 'WeToo!' Makers Market which attracted 22 local and Scottish traders; and supported 20 businesses with display and gallery space and linked QR codes to e-commerce sites. One of the pop-up shops has continued trading with a view to a permanent lease and, due to popularity, the market space is set to continue at weekends going forward.

- To realise the economic opportunities of Offshore Europe 2023 for the city centre, a free shuttle bus service was provided between TECA and the city centre (part-funded by the Council); airport taxi operators were granted an exemption to work within the city centre; and local restaurants, bars and pubs were provided with promotional material to display to acknowledge and welcome Offshore Europe delegates.
- Discussions have been had with a number of e-commerce software companies about the potential for a local platform for Aberdeen retailers however given costs, and with the success of the Aberdeen Gift Card (below), these have been paused for now.
- Aberdeen Inspired has led on the considerable growth of the Aberdeen Gift Card, through a corporate campaign and partnership with Shopping Centres. This has driven sales and positioned the Aberdeen Gift Card as top in the UK, with 55% growth in 2023 and £590,000 local spend delivered, all while supporting place-based marketing through raising awareness of city retailers and hospitality venues.

3.23 Supporting Programme 2 - Culture and Heritage:

- Due to the synergies between these proposed interventions and Our Union Street's 'use the space' and 'tell the story' activities, officers from Archives, Gallery and Museums are working with Our Union Street volunteers, sharing access to resources, images, research information and items from our collections to create engaging displays in vacant shop frontages.
- Local artists enquiring in relation to city centre units have been signposted to Outer Spaces who take on empty units on a temporary basis and offer the space to artists and art organisations. On Union Street, Outer Spaces have had temporary occupation of 252a since Spring 2022, and 105 since May 2023. 252a is occupied by Peacock Visual Arts, who use the space to host exhibitions, workshops and shows year-round. This included an exhibition of over 300 print works by students from International School Aberdeen in February 2024. 105 is occupied by a Gray's School of Art Masters student, who holds workshops, drawing classes and regular exhibitions in the space.
- Officers have engaged with Deemouth Artist Studios who retailed the work of around 30 North East artists and crafters at a unit on Upper Kirkgate until December 2023. A new unit is being sought and viewing has been facilitated on Union Street and will continue, if an appropriate space becomes available.

3.24 Supporting Programme 3 – Net Zero Union Street:

- As part of a 3-year project with Nestrans, experience has been gained installing green roof bus shelters at 5 sites throughout the city, with a further 10 due for installation by mid-March 2024. In line with the City Centre and

Beach Masterplan improvement works on Union Street Central, green roof bus shelters have been identified as suitable for installation, commencing in 2025.

- Aberdeen Inspired, part-funded by the Local Authority Covid Economic Recovery Fund (LACER), led on the return of night bus provision with operator Stagecoach Bluebird between October 2023 – January 2024 to boost the night-time economy for city centre businesses.
- Temporary pedestrianisation of Union Street has supported the success of a number of popular city celebrations through 2023, including Armed Forces Parade, Celebrate Aberdeen and the Christmas Light Parade and Switch-On.
- The challenges associated with Living Walls were recognised in the original report, and while a recent Building Standards application was submitted for installation of a living wall with support frame on Union Street, this had to be withdrawn due to structural challenges.
- Together with Our Union Street, the potential for a city centre unit showcasing the energy transition and offering engagement opportunities with the community and young people is being explored, with early discussions being undertaken with the Net Zero Technology Centre, ETZ Ltd and Shell.

3.25 Supporting Programme 4 – Enterprising Union Street:

- Business Gateway has been supported to view units on Union Street to enable a high street presence for its services and workshops. Consideration is being given to a unit on Union Street versus a shared space within Skills Development Scotland's office, also on Union Street.

3.26 Supporting Programme 5 – Enabling Delivery:

- Internally, a Union Street Cross-Service Working Group has been established to facilitate knowledge-sharing and enable a 'bigger picture' to be built of the situation on Union Street in terms of vacancy rates, property conditions, ongoing and planned works and developer interests. This should result in efficient, streamlined enquiry response to individuals, potential investors and developers and city centre partners as well as the converging of economic policy with current practice and process.
- Externally, we continue to participate in Scottish Cities Alliance. In January 2024 Aberdeen City Council attended Scottish Cities Week in London, inviting additional city stakeholders, in order to promote investment opportunities in North East Scotland and strengthen relationships with potential investors from the UK and abroad.

Next 12 months

3.27 To continue delivery of the Programme Themes of the Union Street Empty Shops Action Plan, and address the objective of reducing the number of vacant units, the below actions will be prioritised over the next 12 months:

- Recruitment of an additional Project Officer to support city centre interventions and project development in line with the Action Plan and Grant Scheme. External funding from the UK Shared Prosperity Fund has been secured for this role and recruitment is underway.

- Following the discussion with Scottish Government on the eligibility conditions for Fresh Start Relief, alternative options of how pop-up/meanwhile use activity can be supported in the city centre will be considered. Once demand is explored, an application to the UK Shared Prosperity Fund may be brought forward to Finance and Resources Committee in May 2024 to seek funding for a targeted scheme, focused on provision of pop-up pilot retail space for entrepreneurs and SMEs to test products, market demand and develop business skills and resilience.
- Building on the establishment of the Union Street Cross-Service Working Group, a project-based 'best practice' approach will be explored between dedicated officers within City Development, Planning and Building Warrants and related services, to respond to enquiries relating to Union Street vacant units and ensure a consistent, supportive and pro-active approach.
- Exploration of potential funding sources to enable delivery of the Empty Shops Grant Scheme beyond the original £500,000 provided, possibly widening geographic scope within the city centre.
- Securing a new tenant for 81 Union Street, an Aberdeen City Council property.
- Working closely with Marks and Spencer to explore options and secure a buyer/alternative use for the St Nicholas store they are vacating.
- Supporting Aberdeen Inspired with their work on upper floors. In January 2024 Aberdeen Inspired made a successful bid to UK Shared Prosperity Fund for funding to commission a feasibility study which will create a snapshot of upper floor unused or underused spaces on Union Street, consult on potential uses and outline barriers and challenges.
- Continued collaboration with city centre stakeholders to dovetail policy and actions to avoid duplicating resource and maximise impact.
- Continued monitoring of Union Street benchmarks – vacancy rates and footfall figures.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no new financial implications to the Council arising from this report. This assumes that the commitments of £500,000 from the Council's General Fund Capital Programme to fund the Empty Shops Grant Scheme, and £100,000 from the Council's General Fund Revenue Account to support Our Union Street over the 2023/24, 2024/25 and 2025/26 financial years are to be upheld.
- 4.2 The additional Officer resource required to deliver activity over the next 12 months will be funded in full by the UK Shared Prosperity Fund, as was approved at Finance and Resources Committee on 22 November 2023.
- 4.3 Where any proposal of activity over the next 12 months require investment, officers will work with the External Funding Team and stakeholders to identify new sources of suitable funding through national business support or place-based programmes.

5. LEGAL IMPLICATIONS

- 5.1 Any legal implications arising from the application of the Grant Scheme and/or ensuring compliance with subsidy control regime will be addressed as part of the application process.

6. ENVIRONMENTAL IMPLICATIONS

- 6.1 Progress related to the Union Street Empty Shops Action Plan programme theme of 'Net Zero Union Street', and energy efficiency improvements made to units supported by funding from the Union Street Empty Shops Grant Scheme, will have a positive environmental impact on the city centre.

7. RISK

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Strategic Risk	Negatively impacting delivery of the Council's wider city strategies eg. CCMP, and Partnership Priorities relating to the city centre.	Continued collaboration and engagement with the CCMP Board to ensure alignment.	L	Yes
		Coordination of project and activities with all city centre stakeholders.	L	Yes
Compliance	In relation to the Grant Scheme, non-compliance with Grant Agreement which would required grant repayment.	The Project Team, with support from CPS Legal, will advise and monitor applicants and spend throughout project duration to ensure compliance.	L	Yes
			L	Yes

	Subsidy Control.	Process implemented to ensure all grants allocated are compliant. Grant Scheme entered on the UK Subsidy Control Database.		
Operational	Resource capacity for Council staff leading on these strands of activity.	Continued promotion of Action Plan as a shared resource for Union Street actors; effective engagement with all city centre stakeholders. Recruitment of additional officer with external funding.	L	Yes
Financial	Under-utilisation of Grant Scheme funds within the project period.	Continued internal and external engagement to promote Fund and identify and support potential applicants. Effective enquiry tracking.	L	Yes
	Our Union Street funding not being utilised in line with agreed objectives.	Regular meetings with Our Union Street representatives, Elected Member attendance as observer to the Board and the submission of progress reports.	L	Yes
	Success in securing relevant external sources of funding.	Proactive horizon scanning for suitable current and new funding sources by the External Funding Team.	M	Yes
Reputational	Risk of reputational damage if Council not seen to be leading action to address vacancy rate on	Effective working relationships between the Council and Union Street stakeholders, particularly partners leading actions. Promotion of successfully implemented activity.	M	Yes

	Union Street.			
Environment / Climate	None identified	None	L	Yes

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN 2023-2024</u>	
	Impact of Report
<p>Aberdeen City Council Policy Statement</p> <p><u>Working in Partnership for Aberdeen</u></p>	<p>The activity in this report supports the delivery of the following from the Policy Statement:</p> <p>A Vibrant City</p> <ul style="list-style-type: none"> • Establish a task force to identify disused and derelict land and buildings and help bring them back into use, including investigating the purchase and conversion of upper floors along Union Street • Aim to make Aberdeen a premier destination for festivals, productions, conferences, bands and events • Support Aberdeen Performing Arts and other cultural providers to offer the widest possible arts programme for all across our communities • Work with partners to explore opportunities to develop heritage, museum and online services with a special emphasis on local history and stories of our heritage <p>Greener Transport, Safer Streets, Real Choices</p> <ul style="list-style-type: none"> • Improving the provision of bus services across the city, through investment in new supported services, to enable bus services to be provided to areas and at times which are not economically viable • Installing new bus shelters to meet local needs
<u>Local Outcome Improvement Plan</u>	
<p>Prosperous Economy Stretch Outcomes</p>	<p>The activity within this report related to the Union Street Empty Shops Grant Scheme supporting units back into use aligns with the delivery of:</p> <p>SO2. 400 unemployed Aberdeen city residents supported into Fair Work by 2026.</p>

Prosperous Place Stretch Outcomes	<p>The activity within this report related to the Union Street Empty Shops Grant Scheme supporting units back into use aligns with the delivery of:</p> <p>SO13. Addressing climate change by reducing Aberdeen’s carbon emissions by at least 61% by 2026 and adapting to the impacts of our changing climate</p>
Regional and City Strategies	<p>The activity within this report supports the Regional Economic Strategy and the economic challenge identified of redeveloping town centres and the city centre post pandemic. It also supports the work programme of creating a strong community and cultural identity.</p> <p>It also supports the Council’s City Centre and Beach Masterplan.</p>

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	Previous Integrated Impact Assessment relating to Vacant Units on Union Street – Action Plan (COM/22/287), from Council on 14 December 2022, has been reviewed and no changes required.
Data Protection Impact Assessment	Not required
Other	N/A

10. BACKGROUND PAPERS

- 10.1 Vacant Units on Union Street – Action Plan (COM/22/287) – Council, 14 December 2022
- 10.2 Union Street Empty Shops Grant Scheme (COM/23/192) – Finance and Resources Committee, 5 July 2023
- 10.3 Union Street Partnership Ltd (COM/23/222) – Finance and Resources Committee, 5 July 2023
- 10.4 Budget Meeting – Council, 1 March 2023

11. APPENDICES

11.1 None

12. REPORT AUTHOR CONTACT DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	13 March 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Beachfront Masterplan Phase A: Projects Update
REPORT NUMBER	RES/24/071
DIRECTOR	Gale Beattie
CHIEF OFFICER	Craig Innes
REPORT AUTHOR	Craig Innes
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

- 1.1 This report provides Committee with a progress update of the Beachfront Masterplan Public Realm Phase A Projects: Beach Park, Events Park and Broadhill as instructed by Council on 11th September 2023.

2. RECOMMENDATION(S)

That the Committee :-

- 2.1 Note the update from the Chief Officer – Commercial & Procurement on progress of the Beachfront Masterplan Public Realm Phase A Projects.

3. CURRENT SITUATION

Background

- 3.1 An Outline Business Case (OBC) on the medium-term interventions was approved by Council on 14th of December 2022, and a Full Business Case (FBC) was approved on 11 September 2023. A Development Framework for Phase 1 of the Beach area was approved by Council in May 2023 which sets out the Council's Vision to revitalise and renew Aberdeen's beachfront to maximise the potential of this unique space and create an exceptional asset for the city.

Beach Park

- 3.2 The main features of the Beach Park include a Play Park, Sports Area/Pump Track, Gateway Building, Hub Building, and Canopy Features.
- 3.3 The Core Play Park will provide a significantly sized outdoor destination within the unique beachfront context. The Core Play Park is part of the wider landscape masterplan and importantly facilitates connections back to the city

centre. The Core Play Park will create a focus for activity and will act as a key 'gateway' into the wider park and the beach. The seaside location and the rope factory that was once located to the south of the site have both been key inspirations that have helped shape the design of the play area.

- 3.4 In conjunction with youth engagement exercises, the core play area has been broken down into four main character or themed areas. These are:
- The Sports Zone
 - The Adventure Zone
 - The Woodland Zone
 - The Coastal Zone
- 3.5 Throughout all these zones the Rope Strands create feature routes which promote exploration and interaction between the core play and the themed zones.
- 3.6 Sitting within the Adventure Zone at the centre of the park is the Rope Factory, a large-scale bespoke play structure which will become an iconic element within the park and an attraction of national significance. The idea for this iconic piece of play has evolved out of workshops with the youth groups and schools.

Events Park

- 3.7 The Events Park is an area of approximately 2.5 hectares and is intended as a flexible space capable of holding events including festivals, larger concerts and gatherings. The Field will be the central focus of this area, semi-enclosed by woodland planting, providing definition and increased shelter. This area will have direct visual and physical links to the main pedestrian spine and the core play area, with other key routes through woodland to surrounding communities and beachfront facilities.
- 3.8 The Field creates a large flexible open space within the park which can be used for events but which also allows day to day use as an informal space. The open character provides a contrast to the more active Core Play area which sits across the Beach Boulevard. The Field covers a total area of 1 Hectare. It is approximately 100m wide and 154m long. Surfacing is intended to withstand events and events traffic. The Field design includes:
- Suitable sub-base to take vehicular traffic
 - Adequate drainage
 - An advanced reinforced turf system
 - Asphalt paths
 - Street furniture, bins, benches, power and water
- 3.9 Planting will comprise advanced reinforced turf for main events field area and pine trees to provide a suitable interface with the Amphitheatre area.

Broadhill

- 3.10 The Broadhill is approximately 5 hectares of green natural space, and one of the most distinctive landscape features along this stretch of coastline. The vision for Broadhill is to enhance the natural environment of this distinctive

feature in the beach area. This will be achieved through additional planting, furthering the diversity of habitat and ecological value. An ecological and arboricultural assessment will be undertaken in order to better understand the existing environment, so that an informed decision can be made on what natural mechanisms and approaches can be utilised to enhance the biodiversity of this special place. Access on Broadhill will be enhanced by upgrading the existing path network through resurfacing and management.

3.11 There is an extensive network of formal and informal paths on Broadhill, and it is not intended to introduce or change this network in any significant way. The aim will be to improve the existing surfaces in an appropriate manner in the first instance and allow careful management thereafter. A number of vantage and key arrival points will be enhanced with viewing platforms, seating areas and enhanced interpretation and wayfinding.

3.12 The procurement of the Contractor has been undertaken in accordance with Hub North Scotland Ongoing Partnering and Project Development Method Statements.

Advance Works

3.13 The Contractor was appointed in December 2023 to deliver the diversion of the gas pipe that runs across the site. This appointment delivers an early start to this critical path activity, in advance of the main construction works.

3.14 The Contractor will be appointed under advance works agreement(s) to deliver other utility diversions. This appointment will deliver an early start to this activity, thus reducing interactions (and risk) between utility diversions and the main construction works.

3.15 The Contractor will be appointed under an advance works agreement to deliver the demolition/removal of the existing children's play equipment and existing toilet block located in the Events Park outside the Beach Ballroom. This appointment will deliver an early start to this activity, thus reducing interactions (and risk) between this activity and the main construction works.

Programme

3.16 The planned programme for construction is to commence physical works in early 2024, with an overall construction duration under 2 years. A summary of the key milestones and phasing of the works is provided in the table below.

Activity	Planned Start	Planned Finish
Planning consent (x3)	Consented Dec 2023	-
Advanced works		
Diversion of SGN's gas pipe.	Contract signed Dec 2023	Q3 2024
Diversion of other utilities including Power, Openreach, Water	Contract signed Q1 2024	Q3 2024
Demolition of existing toilet block	Q1 2024	Q2 2024

and existing play equipment in the Events Park		
Main works packages		
Beach Park	Q2 2024	Q4 2025
Events Park	Q2 2024	Q3 2025
Broadhill	Q2 2024	Q2 2025

3.17 The critical path to completion of the whole Phase A development runs through the SGN gas pipe diversion. Planning, preparation and statutory processes have commenced, with physical works expected to commence Q2 2024.

3.18 The SGN works will commence at the end April in a phased programme from the Beach Boulevard round towards the Beach Ballroom. There will be 16 weeks lead in time and 20 weeks of work on site. Traffic Management plans currently being compiled by SGN.

Power and Openreach diversions will be progressed by end of February. Their lead in time from order is estimated at 6 weeks and therefore their work will be concurrent within the same 20 week of the SGN activity. Water Diversion – Contractor will carry out the works in mid-June and therefore their work will be concurrent within the same 20 week of the SGN activity or thereafter depending on road permit agreement. The location of this diversion allows flexibility of timescale.

Community Benefits/Local Partnerships

3.19 A series of SMART Objectives have been developed for the wider programme and include the following criteria which must be met by the Tier 1 Construction Partner:

- 20-30% of the net Construction Costs will be for local materials.
- 50% Local labour will be employed on the project.

3.20 The community benefit requirements relating to the overall Beachfront development (Phases A, B and C) were documented in the Committee paper approved on 11th September 2023. The proportion of these community benefits delivered by Phase A will be based broadly on a pro-rata of the Phase A development value compared to the overall beachfront development value.

3.21 Below is a table of these Community targets. Council, Hub North Scotland the Tier 1 Contractor have commenced the process of splitting this into the relevant parts as they are awarded with regular pre-arranged meetings in place.

Community Benefit	Tier 1 Contractor Target
Apprenticeships	66
Work experience (placements)	62
Developing the workforce	100
School engagement activities	10

Further and higher education engagement activities	10
Graduate/undergraduate/FE/HE placement opportunities	10
Employability engagement activities	10
Vacancy sharing	1
Communities, community groups, and community projects: 2 i) 400+ hours ii) donations	2 i) 400+ hours ii) donations
Local economic development (duty to report) creative measures to ensure inclusive participation of local SMEs/local 3rd sector + reporting on work packages awarded locally	1
Environmental wellbeing, carbon reduction and climate literacy	1
Environmental measures (fuel poverty and climate literacy)	10
Fair work practices	1
Prompt payment in the supply chain	1
Promotion of adoption and fostering	10
Case studies	5

Consents

3.22 Planning consent was granted in December 2023 for the following:

- Beach Car Park (Application reference 231082)
- Beach Park (Application reference 231083)
- Events Park (Application reference 231084)

3.23 Each of the planning consents is subject to various conditions. Work is progressing to discharge all pre-commencement conditions.

3.24 Building Warrant applications are now being prepared for:

- Rope factory
- Hub building
- Gateway Building
- Amphitheatre

- Site wide drainage
- Canopy

3.25 Pre-application consultation has been undertaken with the Council's building control team, including in relation to the Rope Factory tower.

Traffic Management

3.26 The wider design team is supporting the delivery of the Beachfront Phase A works, ensuring the necessary roads approvals route is followed. This includes working on the approval of the temporary closure of the Beach Boulevard east of Links Road from circa Q2 2024 to facilitate the Phase A works. Further work has been progressed on matters relating to new off-street car parks, common requirements to both Phase A and Phase B, and on pedestrian access to the waterfront during Phase A works.

Stakeholder Engagement

3.27 An Engagement Strategy for the wider Aberdeen City Centre and Beach Masterplan has been prepared which will support ongoing design development and implementation of the Beachfront Concept Masterplan and Development Framework.

3.28 Specific engagement in relation to Beachfront medium-term interventions (Beach Park, Events Park and Broadhill) has been undertaken with a number of organisations and individuals including:

- 3 Oct 2023. Update to Community Council Forum.
- 7 Oct 2023. Met with Codona's to provide update on City Centre and Beach Masterplans, with a specific focus on planning application and proposed start for Phase A.
- 29 Jan 2024. Presentation to Disability Equity Partnership on all Beachfront projects, including a recap on Phase A.
- 31 Jan 2024. Presentation to the Castlehill & Pittodrie Community Council on all Beachfront Projects, including a recap on Phase A.
- 1 Feb 2024. In-person meeting with Footdee Community and Beach Community, attended by the design team. The meeting focused on Beachfront Phase C, but also included a recap on Phase A.
- 5 Feb 2024. Presentation to Community Council Forum. The meeting focused on Beachfront Phase C, but also included a recap on Phase A.

3.29 Young person involvement has continued with a launch event at the Beachfront in January 2023 which included the young ambassadors who have been consulted and been a large part of the vision and ideas behind the Phase A scheme and layout. This relationship will continue throughout the construction stage of the project.

3.30 Focused participative workshops with children and young people have been a key factor in shaping the core play area and defining the activities within. Hundreds of children, including specialist sessions for those with Additional Support Needs (ASN), have taken part to date, and it will be important to maintain this engagement as the project moves from stage to stage.

Operation and Maintenance

- 3.31 The yearly maintenance costs are currently estimated to be between £70,000 and £80,000 per annum.
- 3.32 Council Officers are currently continuing discussions with local partners and the Tier 1 Contractor on arrangements to undertake the Operation and Maintenance aspect of the scheme.

4. FINANCIAL IMPLICATIONS

- 4.1 The Beachfront Phase A medium-term interventions (Beach Park, Events Park and Broadhill) were developed within an affordability cap of £47,736,925 as reported in the 23 August 2024 Council Committee paper.
- 4.2 At the time of writing this report the committed spend on development costs is £4.1m including the cost of surveys, ground investigation, professional design fees, specialist supply chain design fees, and advance utility costs – the latter being the £1m initial payment towards the major SGN Gas Diversion

5. LEGAL IMPLICATIONS

- 5.1 As each project proposal progresses, they will be examined and managed within the professional scope of property / conveyancing industry accepted standards, ensuring all due diligence exercises and pre-contract enquiries are complete and satisfactory.

6. ENVIRONMENTAL IMPLICATIONS

- 6.1 Aberdeen 'Net Zero Aberdeen Routemap: Towards becoming a net zero emissions city by 2045' sets out the approach, pathway, and actions towards net zero and climate resilient Council assets and operations, by 2045.
- 6.2 Energy-efficient design proposals are being incorporated within design proposals.
- 6.3 In addition to the energy approach the development will seek to promote biodiversity and the protection of the natural assets found within the Beachfront area. Any development will require to be cognisant of the recommendations of the suite of Aberdeen City Council guidance.
- 6.4 The aim is to provide a play environment that not only meets the design requirements on day one but can be effectively managed and maintained into the future through the promotion of longevity, sustainability, and safety. The material selection for the 'Play Factory' and wider Core Play equipment will be responsibly sourced, sustainable, robust, durable, and appropriate to its

specific application. The coastal location and climate will be a key factor in the selection of appropriate materials with resistance to factors such as corrosion and rot fully considered. All timber elements will be FSC certified naturally durable hardwood that typically does not require chemical treatment and has a long lifespan. Detailing will ensure timber elements do not come to ground, promoting longevity and reducing the possibility of timber rotting through the use of steel footings. Components such as slides and tubes will be manufactured from stainless steel or an appropriate grade for a coastal environment.

7. RISK

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) <i>*taking into account controls/control actions</i>	*Does Target Risk Level Match Appetite Set?
Strategic Risk	Failure to proceed with the Beachfront Masterplan impacts on wider City commitments and economic targets.	Continue to work collaboratively to achieve the masterplan delivery and wider advantages.	M	Yes
Compliance	Council title issues and other competing third-party rights.	The Council has undertaken an initial title examination and engagement of a Third-Party review with further confirmation due prior to final agreement	L	Yes

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) <i>*taking into account controls/control actions</i>	*Does Target Risk Level Match Appetite Set?
Operational	Beach Boulevard/Beach promenade traffic arrangements	Significant consultation with Council Roads and Planning Teams, Bus companies and Emergency services planned. Transport Consultant engaged through hNSL	M	Yes
	Utility Diversions and reliance of statutory providers for timely lead in times and work on site	Regular contacts with providers	M	Yes
Operational	Sufficient capacity of resources with Councils teams to meet programme objectives	Resource review ongoing and augmented support through the PMO	M	Yes
Financial	Budget pressures due to current market volatility.	Robust budgets established. Independent monitoring process established. With PMO early supply chain mitigations action plan established across the programme	M	Yes
Financial	Removal or reduction in anticipated funding Streams.	Continual engagement and monitor of ongoing funding applications.	M	Yes
Reputational	Failure or delay in proceed with the recommendations	Continue to work collaboratively to achieve the masterplan delivery and wider advantages.	M	Yes

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Environment / Climate	Coastal flooding risk	Engagement with Flooding Team, local community groups and understand that risk exists mitigated by Coastal Defences. Respond to risks identified as part of coastal studies	M	Yes

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN 2023-2024</u>	
	Impact of Report
Aberdeen City Council Policy Statement <u>Working in Partnership for Aberdeen</u>	Supports the delivery of Economy Policy Statement 4 – Increase city centre footfall through delivery of the City Centre Masterplan. 1. – Continue to maximise community benefit from major developments.
	<u>Local Outcome Improvement Plan</u>
Prosperous Economy Stretch Outcomes	Supports Outcome 1 10% increase in employment across priority and volume growth sectors by 2026.
Prosperous People Stretch Outcomes	Supports Outcome 7 Child Friendly City which supports all children to prosper and engage actively with their communities by 2026.
Prosperous Place Stretch Outcomes	Supports Outcome 14 – Addressing climate change by reducing Aberdeen's carbon emissions by 42.5% by 2026 and adapting to the impacts of our changing climate. Supports Outcome 15 – 38% of people walking and 5% of people cycling as main mode of travel by 2026.

Regional and City Strategies	The report supports the priorities in the Regional Economic Strategy (RES) investment in infrastructure, regenerating our city Centre, unlock development potential, improve the deployment of low carbon transport, to enable Aberdeen to realise development opportunities in the City Centre Masterplan.
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9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	For the purpose of this report which is an update on the Beachfront Masterplan Phase A Projects it is confirmed that is no additional information or changes to the previously reported Integrated Impact Assessment.
Data Protection Impact Assessment (PDIA)	DPIA Screening Questions completed. Neither a brief DPIA or full DPIA is required at this stage
Other	N/A

10. BACKGROUND PAPERS

- 10.1 Council Decisions 13 December 2021.
<https://committees.aberdeencity.gov.uk/documents/g7675/Decisions%2013th-Dec-2021%2010.30%20Council.pdf?T=2>
- 10.2 Report to Council 28 February 2022
<https://committees.aberdeencity.gov.uk/documents/s129266/220228%20City%20Centre%20Masterplan%20Update%20Report.pdf>
- 10.3 Council Decisions 28 February 2022
<https://committees.aberdeencity.gov.uk/documents/g8184/Decisions%2028th-Feb-2022%2010.30%20Council.pdf?T=2>
- 10.4 Council Decisions 14 December 2022
<https://committees.aberdeencity.gov.uk/documents/g8190/Decisions%2014th-Dec-2022%2010.30%20Council.pdf?T=2>
- 10.5 Council Decisions 26 April 2023
<https://committees.aberdeencity.gov.uk/documents/g8660/Decisions%2026th-Apr-2023%2010.30%20Council.pdf?T=2>
- 10.6 Council Decisions 11 September 2023

11. APPENDICES

11.1 None.

12. REPORT AUTHOR CONTACT DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	13 th March 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Place Based Investment Programme
REPORT NUMBER	COM/24/072
DIRECTOR	Gale Beattie
CHIEF OFFICER	Julie Richards-Wood
REPORT AUTHOR	Laura Paterson
TERMS OF REFERENCE	1.1.8, 1.1.11, 3.4

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to secure the Committee’s approval for the allocation of grant funding from the Place Based Investment Programme (PBIP) fund 2023/24.

2. RECOMMENDATION(S)

That the Committee:-

- 2.1 Approves an award of up to £23,636 to Aberdeen Archives, Gallery and Museums for the Sharing the Archives project, which focusses on community access to the archives during a period of closure at one of the current locations; and
- 2.2 Approves that any unspent monies which are returned from projects be reallocated to any other previously approved project within the Place Based Investment Programme which may require additional resources, following consultation with the Convener and Vice Convener of the Finance and Resources Committee.

3. CURRENT SITUATION

- 3.1 The 2020-21 Programme for the Scottish Government announced the creation of a PBIP with £275m of capital funding to support community led regeneration, town centre revitalisation, community wealth building and 20 minute neighbourhoods. It is a multi-annual capital fund with the Scottish Government distributing £38m this financial year to local government, of which £590,000 was allocated to Aberdeen City Council to be administered locally.
- 3.2 The main objectives of the Fund are:
- to link and align place-based initiatives and establish a coherent local framework to implement and embed the Place Principle;

- to support place policy ambitions such as town centre revitalisation, community led regeneration, 20-minute neighbourhoods and Community Wealth Building;
- to ensure that all place-based investments are shaped by the needs and aspirations of local communities;
- to accelerate ambitions for net zero, wellbeing and inclusive economic development, tackling inequality and disadvantage, community involvement and ownership.

3.3 Officers promoted the fund on the Council’s website including an application form and supporting guidance documents. One application was received which is summarised in the table below, and further detail provided in Appendix 1.

Table 1 – Applications received this round.

Applicant	Project	Total Project Cost	Grant Requested	Officer Review Outcome	Grant Proposed to award from PBIP 23/24
Aberdeen Archives, Gallery & Museum	Sharing the archives	£23,636	£23,636	Recommended for approval – Project supports PBIP aims and objectives.	£23,636

4. FINANCIAL IMPLICATIONS

4.1 The Council has been allocated £590,000 from the PBIP in 2023/24 by the Scottish Government. £566,364 has previously been approved by Finance & Resources Committee with a remaining total of £23,636 to allocate. Details of all previously awarded projects can be found on the Aberdeen City Council webpage.

4.2 The full £590,000 must be committed by 31st March 2024 (evidenced by a fully awarded contract or commencement of works).

4.3 If approved, £590,000 of the original funding package of £590,000 will have been committed to. Any underspend will require to be returned to the Scottish Government.

4.3 It is essential that the projects from PBIP comply with the set requirements to avoid issues around eligibility and potential repayment of grant to the Scottish Government.

5. LEGAL IMPLICATIONS

- 5.1 Grant Agreements will require to be put in place between Aberdeen City Council and those external organisations which are awarded grant funding.
- 5.2 Officers will undertake Subsidy Control risk assessments for all external applicants, and ensure that any awards are made in compliance with the relevant legislation.

6. ENVIRONMENTAL IMPLICATIONS

- 6.1 There are no direct environmental implications arising from the recommendations of this report.

7. RISK

- 7.1 The assessment of risk contained within the table below is considered to be consistent with the Council's Risk Appetite Statement.

Category	Risk	Primary Controls/Control Actions to achieve Target Risk level	Target Risks Level Low (L) Medium (M) High (H)	Does target Risk Level Match Appetite Set?
Strategic Risk	No risks identified	None	L	Yes
Compliance	Non-compliance with grant conditions will require return of grant	External Funding team are familiar with the compliance requirements and will advise and monitor projects as required to ensure compliance	L	Yes
	Subsidy Control	To ensure all external grants awarded are compliant	L	Yes

Category	Risk	Primary Controls/Control Actions to achieve Target Risk level	Target Risks Level Low (L) Medium (M) High (H)	Does target Risk Level Match Appetite Set?
Operational	No risks identified	None	L	Yes
Financial	<p>As per the grant conditions the money must be committed by the end of Financial Year 2023/24 for all Place Based Investment Programme Projects</p> <p>Any unspent, or unallocated funds will require to be returned to Scottish Government/UK Government</p>	<p>Projects recommended to be awarded funding have demonstrated their ability to deliver within the required timescales within the application.</p> <p>Close project monitoring will take place throughout to ensure these timescales will be met.</p>	<p>L</p> <p>L</p>	<p>Yes</p> <p>Yes</p>
Reputational	Risk of reputational damage if funds	Officers will work with projects to ensure proposals and	L	Yes

Category	Risk	Primary Controls/Control Actions to achieve Target Risk level	Target Risks Level Low (L) Medium (M) High (H)	Does target Risk Level Match Appetite Set?
	are not spent in accordance to the grant conditions	applications meet the conditions of grant		
Environment / Climate	No risks identified	None	L	Yes

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN</u>	
	Impact of Report
Aberdeen City Council Policy Statement	All applicants were requested to detail the contribution of their project to Aberdeen City Council policy and strategies.
<u>Working in Partnership for Aberdeen</u>	Work constructively with the Scottish Government to seek additional funding for Aberdeen. Seek to gain the maximum benefits for Aberdeen's people and businesses from the Scottish Government
Aberdeen City Local Outcome Improvement Plan	
Prosperous Economy Stretch Outcomes	All applicants were requested to detail the contribution of their project to the LOIP as part of the application process.

Prosperous People Stretch Outcomes	All applicants were requested to detail the contribution of their project to the LOIP as part of the application process.
Prosperous Place Stretch Outcomes	All applicants were requested to detail the contribution of their project to the LOIP as part of the application process.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	New Integrated Impact Assessment has been completed
Data Protection Impact Assessment	Not required
Other	Not required

10. BACKGROUND PAPERS

10.1 Place Based Investment Programme – COM/23/096

11. APPENDICES

11.1 Appendix 1 – Place Based Investment Programme – Summary of applications received.

12. REPORT AUTHOR CONTACT DETAILS

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Appendix 1 - Place Based Investment Programme

Aberdeen City Council: Aberdeen Archives, Gallery & Museums - Sharing the Archives

The archive housed in Old Aberdeen House will be packed up and sent into deep storage for a number of years whilst a new permanent home is found.

Some of the collection will be temporarily re-located to the Town House alongside the current elements of the City's archive that reside there.

During the period where public access is reduced, the team will develop a series of small displays that will focus on the archives in locations such as the Art Gallery, city libraries, Aberdeen Airport and, if possible, empty units as part of the Our Union Street project.

Working closely with partners, the topics explored will change and could include reference to a past "tall ship" setting sail from Aberdeen to Newfoundland in the 1590s, stories exploring LGBTQIA+ histories using recent research undertaken by Four Pillars and GREC as part of the PATH project, the Polish diaspora and the community now in Aberdeen (a proposed project focus for Aberdeen City Heritage Trust in the next 3 years).

The use of purpose made cases designed to safeguard our important historic archive will enable public access to be maintained and will ensure the message of how important the archive is to the city to be shared.

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	13 th March 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	UK Shared Prosperity Fund
REPORT NUMBER	COM/24/075
DIRECTOR	Gale Beattie
CHIEF OFFICER	Julie Richards-Wood
REPORT AUTHOR	Laura Paterson
TERMS OF REFERENCE	1.1.8, 1.1.11 & 3.4

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to seek the Committee's approval for the proposed allocation of grant funding of the UK Shared Prosperity Fund (UKSPF).

2. RECOMMENDATION(S)

That the Committee:-

UKSPF Communities & Place

- 2.1 Awards up to £60,000 to Aberdeen Council of Voluntary Organisations LTD (ACVO) for Aberdeen Third Sector Hub feasibility Study;
- 2.2 Awards up to £99,200 to Aberdeen City Council for the Tall Ships Races Aberdeen 2025 Culture Programme 24/25;
- 2.3 Awards up to £26,447 to Growing2gether for the Strengthening Communities by Building Local Skills, Wellbeing and Resilience project;
- 2.4 Awards up to £63,000 to Look Again in partnership with Culture Aberdeen and northeast based freelancers for the Aberdeen Independents project;
- 2.5 Awards up to £37,000 to Soundfestival for the Soundcommunities project;
- 2.6 Awards up to £45,228 to St Georges Community Centre for the Saint Georges Community Centre project;
- 2.7 Awards up to £108,000 to the Port of Aberdeen Trust Port to support Tall Ships Community Promotion, which includes volunteer recruitment and engaging young people with sail traineeships;
- 2.8 Awards up to £116,777 to Avenue for Mental Health and Relationship Support for Families and Individuals in Aberdeen;

UKSPF Local Business Support

- 2.9 Awards up to £562,680 to Aberdeen City Council to enable delivery of Business Start-up grants;
- 2.10 Award up to £45,000 to Aberdeen City Council for the Aberdeen Renewable Energy Groups (AREG)'s Enhancing Offshore Wind Renewables through Digital Innovation project;
- 2.11 Instructs the Chief Officer – City Development and Regeneration to develop applications within Local Business Support which will deliver priority activities for approval by Finance and Resources Committee on 8th May 2024;

UKSPF Multiply

- 2.12 Awards up to £827,773.44 to ABZ Works for the Core Numeracy Project; and
- 2.13 Approves up to £133,885.36 of revenue funding from the Local Business Support, People & Skills and Multiply strands only be retained by Aberdeen City Council, as per UKSPF regulations which details that 4% of revenue funds can be retained by Local Authorities to ensure robust delivery and monitoring of the UKSPF Programme.

3. CURRENT SITUATION

- 3.1 The UK Government published the UK Shared Prosperity Fund prospectus on 13 April 2022 alongside indicative funding allocations for each Local Authority within the United Kingdom. The Aberdeen City Council area received an indicative allocation of up to £7,156,832 for an initial three-year period covering 2022/23, 2023/24 and 2024/25. This is made up of £1,235,919 for “Multiply” and £5,920,913 for the core UK Shared Prosperity Fund. The “Multiply” element of funding is ringfenced for activity to enhance adult numeracy skills provision.
- 3.2 The core UKSPF element can be used across three priority areas: Community and Place; Supporting Local business; and People and Skills.
- 3.3 In order to access the funding, Aberdeen City Council developed and submitted an Investment Plan to the UK Government in August 2022. The Investment Plan outlined the key priority areas for investment. It was approved in December 2022 and is available on the Council's UKSPF Website [UK Shared Prosperity Fund | Aberdeen City Council](#).
- 3.4 As approved within the Investment Plan, there are three routes to allocate the funding: ‘Challenge Funds’; ‘Procurement’; or ‘in-house’. The proposed expenditure requires Committee approval.
- 3.5 Applications are being sought under the Communities and Place priority through a ‘challenge fund route’. Eight complete applications are presented to Committee for consideration, outlined in Table 1 and summarised within

Appendix 1. Where applications have been returned, the applicant has been provided with detailed feedback around the additional information required and offered a meeting with officers to discuss the feedback further.

- 3.6 As approved within the Investment Plan, there is a minimum capital investment required within the Communities and Place strand. There is £384,616 which has to support capital investment in the final year of the UKSPF Programme, as per the UKSPF Investment Plan which was previously agreed at Committee. Subsequently, the eighth round of the Communities and Place priority was open for capital projects only.
- 3.7 Applications are also being developed under the Local Business Support priority through an ‘in-house’ or ‘procurement’ route. Officers engaged with the City Development service which is seeking funding for projects which align with the interventions of the fund. External organisations including the Federation of Small Businesses, Scottish Enterprise, ONE, Elevator, the current Business Gateway provider, Aberdeenshire Voluntary Action and ACVO have been consulted with to understand the current needs of their customers/members and ensure that these applications support key priorities of the local business sector. Two applications are presented to Committee for consideration, outlined within Table 2 and summarised within Appendix 1.
- 3.8 Applications are currently being developed by officers for future rounds of Local Business Support and People and Skills priorities to ensure that all funds are allocated within a timeframe which will enable project delivery prior to March 31st 2025. These projects support priority activities and include a Pop-Up Shop scheme, net zero & energy support for local businesses, support for cultural organisations and an internship programme.
- 3.9 Applications have been developed under the Multiply strand under an ‘in-house’ or ‘procured’ route with ABZWorks, following discussions with the Local Employability Partnership (LEP). The LEP consists of organisations including Skills Development Scotland, Business Gateway, NESCol and NHS Grampian. It was agreed that a mix of commissioned activities through the employability services procurement framework, alongside grants to community organisations which can attract harder to reach groups and agencies which can support with financial advice and support, would enable a broad and positive spread of activities, which would also, where appropriate, create an early stage pipeline to employability services.

Table 1: UK Shared Prosperity Fund

Communities and Place - Applications for consideration

Project	Beneficiary	Total Project Cost	Total UKSPF revenue request for Round 7	Officer Review Outcome and Proposed Award

Aberdeen Third Sector Hub Feasibility Study (ACVO)	Third sector organisations in Aberdeen City and the community accessing the services.	£60,000.00	£60,000.00	Approves up to £60,000. Project aligns well with UKSPF objectives and supports Aberdeen's Third Sector.
Tall Ships Races Aberdeen 2025 Culture Programme 24/25 (Aberdeen City Council)	The Aberdeen community and tourists visiting the area.	£236,200.00	£99,200.00	Approves up to £86,200. Project supports UKSPF interventions through support of culture in the city as well as promoting the area and upcoming events.
Strengthening Communities by Building Local skills, Wellbeing and Resilience (Growing2gether)	Hard to reach young people from regenerations areas.	£30,847.00	£26,447.00	Approves up to £26,447. Project is a good fit with UKSPF interventions by supporting young people's wellbeing, community connections and education.
Aberdeen Independents (Look Again)	Freelancers in Aberdeen's creative sector.	£63,000.00	£63,000.00	Approves up to £63,000. Project supports UKSPF interventions by enhancing accessibility to Aberdeen's distinctive cultural practices.
Soundcommunities (Soundfestival)	Emerging composers, local young musicians and composers, and local music groups.	£71,940.00	£37,000.00	Approves up to £37,000. Project aligns well with UKSPF intervention and supports a wide range of musical individuals.
Start-up (St Georges Community Centre)	The community of Tillydrone	£45,228.00	£45,228.00	Approves up to £45,228. Project links well to communities and place

				through supporting people in an area of multiple deprivation.
Tall Ships Promotional Campaign (Port of Aberdeen Trust)	Young people, local communities & businesses	£284,000.00	£108,000.00	Approves up to £108,000. Links to LOIP and UKSPF priorities
Mental Health and Relationship Support for Families and Individuals in Aberdeen (Avenue)	Young people, families, individuals	£204,966.00	£116,777.00	Approves up to £116,777. Strong links to LOIP and UKSPF.
TOTAL		£996,181.00	£555,652.00	

Table 2. Local Business Support – Applications for consideration

Project	Beneficiary	Total Project Cost	Grant Request 2024/25	Officer Review Outcome and Proposed Award
Business Start-up grants	New and existing SMEs (Those that have registered a new business since 1 January 2024 will be eligible to apply)	£562,680	£562,680	Aligns with UKSPF priorities and LOIP outcomes.
AREG – Enhancing Offshore Wind Renewables through Digital Innovation	Local technology innovators; renewable sector supply chain	£90,000	£45,000	Aligns with UKSPF priorities.
Total		£652,680	£607,680	

Table 3. Multiply – Applications for consideration

Project	Beneficiary	Total Project Cost	Grant Request 2024/25	Officer Review Outcome and Proposed Award
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ABZ Works' Core Numeracy Project	Individuals aged 18+	£827,773.44	£827,773.44	Approves up to £827,773.44. Aligns with UKSPF priorities and LOIP outcomes.
Total		£827,773.44	£827,773.44	

4. FINANCIAL IMPLICATIONS

- 4.1 The UK Government allocated £7,156,831 to the Council to support projects until 31st March 2025 through UKSPF. A full list of approved applications to date are available to view on the Aberdeen City Council webpage.
- 4.2 The total amount of the Communities and Place funding allocated for this round is £555,652. Of this funding: £456,452 is being awarded to external organisations; and £99,200 is awarded to Aberdeen City Council to support a year long cultural and events programme. This equates to more than 80% of funding being allocated to external organisations.
- 4.3 The total amount of the Local Business Support funding allocated for this round is £607,680. If approved there will be £426,788.80 to be allocated prior to March 31st 2025.
- 4.4 The total amount of Multiply funding allocated is £827,773.44. If approved, the grant award within the Multiply priority will have been fully allocated to enable project delivery prior to March 31st 2025.

Table 4: Allocated Spend

Priority	Allocated Budget	Project spend allocated to date	Total recommended in this report	Management Costs (4%)	Total remaining – pending report approval
Communities & Place	£3,809,693.00	£2,784,235.82	£555,652.00	-	£469,805.18
Local Business Support	£1,256,220.00	£189,850.00	£607,680.00	£31,901.20	£426,788.80
Multiply	£862,264.00	£0	£827,773.44	£34,490.56	£0

- 4.5 The eligible costs for which the grant can be used are capital or revenue costs incurred by the local authority or third parties which are in line with the main objectives of the fund. Officers assess all bids in line with the published criteria and guidance on the Council's website. Applications which are incomplete or

require further information will be returned to the applicant with feedback on the areas which require attention before being resubmitted.

4.6 It is essential that the projects comply with the set requirements to avoid issues around eligibility and potential repayment of grant to the UK Government if conditions are not complied with.

4.7 The UK Government has established guidance that local authorities can use up to 4% of the allocated revenue funding to undertake necessary Fund administration, such as project assessment, contracting, monitoring and evaluation and ongoing stakeholder engagement. It is recommended that the External Funding Team retain 4% of total revenue allocations from the Local Business Support, People and Skills and Multiply strands to ensure robust delivery and monitoring of the UKSPF allocations. This could be up to £133,885.36 if the funds are fully allocated as outlined in Table 4.

4.8 Table 4: Management Budget Allocation

Strand	Total Approved Budget	Management Costs (4%)
Local Business Support	£1,256,220.00	£50,248.80
People and Skills	£1,228,650.00	£49,146.00
Multiply	£862,264.00	£34,490.56
TOTAL	£3,314,138.00	£133,885.36

4.9 The UK Government announced a threshold approach to carrying forward any unallocated funds to 24/25 in November 2023. As it currently stands, the Council have an underspend of 26.3% over the whole programme for Year 1 and Year 2. Under this threshold-based approach, the Council can access all of the Year 3 allocation. An initial payment for Year 3 will be determined by previous spend over the first two years of the Fund. Subsequently, the Council will be paid 70% of Year 3 allocation at the beginning of financial year 24/25 with the remainder paid at the end of financial year 24/25. The Council will be expected to repay any underspend remaining as of March 31st 2025.

5. LEGAL IMPLICATIONS

5.1 Grant Agreements will require to be put in place between Aberdeen City Council and those organisations which are awarded grant funding.

5.2 Officers will undertake Subsidy Control risk assessments for all external applications.

5.3 To ensure compliance with the Subsidy Control Act 2022, officers established a subsidy control scheme for the UK Shared Prosperity Fund Communities and Place programme. Upon establishment of this scheme, all awards will then be uploaded to the UK Government's Subsidy control database and where required the transparency register.

6. ENVIRONMENTAL IMPLICATIONS

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

7. RISK

7.1 The assessment of risk contained within the table below is considered to be consistent with the Council's Risk Appetite Statement.

Category	Risk	Primary Controls/Control Actions to achieve Target Risk level	Target Risks Level Low (L) Medium (M) High (H)	Does target Risk Level Match Appetite Set?
Strategic Risk	No risks identified	None	L	Yes
Compliance	Non-compliance with grant conditions will require return of grant	External Funding team are familiar with the compliance requirements and will advise and monitor projects as required to ensure compliance.	L	Yes
	Subsidy Control	To ensure all external grants awarded are compliant	L	Yes
Operational	No risks identified	None	L	Yes
Financial	Any unspent, or unallocated funds will require to be returned to UK Government	Close project monitoring will take place throughout to ensure these timescales will be met.	L	Yes
Reputational	Risk of reputational damage if funds are not spent in accordance with the grant conditions	Officers will work with projects to ensure proposals and applications meet the conditions of grant	L	Yes
Environment / Climate	No risks identified	None	L	Yes

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN</u>	
	Impact of Report
Aberdeen City Council Policy Statement	All applicants were requested to detail the contribution of their project to Aberdeen City Council policy and strategies, and these were assessed by officers to ensure clear links.
Aberdeen City Local Outcome Improvement Plan	
Prosperous Economy Stretch Outcomes	All applicants were requested to detail the contribution of their project to the LOIP as part of the application process.
Prosperous People Stretch Outcomes	All applicants were requested to detail the contribution of their project to the LOIP as part of the application process.
Prosperous Place Stretch Outcomes	All applicants were requested to detail the contribution of their project to the LOIP as part of the application process.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	New Integrated Impact Assessment has been completed
Data Protection Impact Assessment	Not required
Other	Not required

10. BACKGROUND PAPERS

- 10.1 COM/21/176 External Funding report to City Growth And Resources Committee on 21st June 2022.
- 10.2 COM/22/277 Place Based Investment Programme and UK Shared Prosperity Fund on 7th December 2022

11. APPENDICES

- 11.1 Appendix 1 – UK Shared Prosperity Fund – Summary of applications received

12. REPORT AUTHOR CONTACT DETAILS

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Appendix 1 - UK Shared Prosperity Fund – Application Summary

*These are extracts from the applications to provide additional information to Committee.

Communities and Place

Aberdeen Council of Voluntary Organisations LTD (ACVO) – Aberdeen Third Sector Hub Feasibility Study

We are seeking to commission a feasibility study on the establishment of a Third Sector Hub in Aberdeen.

The third sector in the city comprises non-profit organisations, community groups, voluntary organisations, faith groups, charities, social enterprises, co-operatives, community interest companies, mutuals, housing associations and self-help groups that work to address social, environmental, and community needs. This diverse group of organisations includes 892 charities registered in the city with a combined income of £802 million.

The third sector is experiencing unprecedented demand at a time of extreme pressure on resources. Our aim is to understand the opportunities and benefits of establishing a centralised, collaborative third sector space that can be a source of support and a catalyst for innovation and growth. It is envisaged that a hub would contribute to the long-term sustainability of the sector and increase resilience within organisations.

The key objectives of establishing a Hub in Aberdeen are to provide increased:

Collaboration and networking

Facilitate collaboration and networking among diverse third sector organisations, fostering cooperation and which enhance their collective impact on local communities.

Resource sharing

Provide a shared physical space for organisations, enabling the efficient sharing of resources, facilities, and services, thereby reducing operational costs and contributing to the long-term sustainability of the sector.

Capacity building

Offer opportunities for capacity building through bespoke training programmes, workshops, and knowledge-sharing sessions, enhancing the overall effectiveness and efficiency of participating organisations.

Community engagement

Strengthen community engagement by creating a visible and accessible hub where individuals can connect with a variety of services, programmes, opportunities and initiatives offered by third sector organisations.

Advocacy and representation

Serve as a unified platform for advocacy and representation, amplifying the collective voice of the third sector in addressing community challenges and influencing policy decisions.

Streamlining of services

Improve the coordination and delivery of services by providing a centralised resource through which organisations can easily access a range of business support functions at an affordable cost.

Innovation and learning

Foster a culture of innovation by providing a space where organisations can exchange ideas, share best practices, and collaborate on innovative solutions to community and societal issues.

Visibility and messaging

Enhance the visibility of the third sector and its contributions to the community, promoting a greater understanding of the sector's importance, influence and impact.

In establishing a Third Sector Hub, ACVO would develop a dynamic and supportive ecosystem that empowers organisations in the third sector to work more efficiently, effectively, and collectively for the benefit of the diverse communities (of people and place) in Aberdeen.

The goal of the feasibility study is to equip ACVO and other stakeholders with comprehensive information needed to make informed decisions about the viability and potential outcomes of establishing a Third Sector Hub in Aberdeen. The study would provide a thorough analysis of the project's feasibility from various perspectives to aid our planning and decision-making processes, and to provide potential funders with the information required to assess the deliverability and likely impact of the proposal.

Aberdeen City Council - Festival of the Seas 2024 and Tall Ships Races Aberdeen 2025 – Cultural Programme

The Tall Ships Races will return to Aberdeen's north harbour for four days in July 2025. An amazing spectacle of 40 to 50 sailing ships from around the world, it is the largest free family festival in Europe. The Aberdeen leg seeks to attract 400,000 visits, recruit a minimum of 100 youth sail trainees, and run a valuable volunteer programme for around 400 local people of all backgrounds.

The event presents a huge opportunity for all communities across Aberdeen to become involved, with widespread educational and wellbeing benefits, alongside improved life chances and career paths for those participating in the Races. The event will present Aberdeen as a great destination for people to visit and live, and enhance the city's reputation as the perfect stage for future major events.

This application will cover the FY24/25 costs of the cultural programme in commissioning, design of cultural product, and delivery of artwork, materials and performance.

There will be performances of all commissioned work in March 2025 in Union Terrace Gardens and Cowdray Hall. This will bring together trainees, volunteers and members of the public involved in, and excited about the project. It will be used as part of a press event to drive publicity across the city. Work will then be performed again on the Tall Ships site in July 2025.

A successful application will have the following strands:

- Maritime-themed sculpture trail with QR code for roll-out in advance of Tall Ships, legacy project after the event and future use during Festival of the Seas annually, where the QR codes will link to a new theme each year. These could include maritime heritage, ocean life, energy transition and working in the North Sea. By end-March 2025 this will be commissioned with full plans, layouts, and fabrication complete and all elements delivered. This will be similar in look to the CLAN trail with hares.
- Wall mural or street art work on Ship Row opposite the Maritime Museum to be completed by end-March 2025 – there will be a Tall Ships theme to the work which would be commissioned by open callout from an artist based in the North East of Scotland
- Commissioning of a local artist to develop a very large colouring wall for children and families to colour during the Tall Ships event. These will be completed by March 2025 and stored until needed.
- Schools packs – these will be small treasure boxes containing Tall Ships related materials, props and books for teachers in Aberdeen’s 48 state primary schools to include in lesson planning in advance of the Tall Ships arrival. Details of participating ships will be included alongside information about the Races in 2025. Materials or activity sheets themselves would be developed in conjunction with colleagues in Education with the intention that they are useful within the context of the existing curriculum. The adopt-a-ship idea in Hartlepool in 2024 was very popular and will be used here. All materials will be developed and rolled-out to schools by end-March 2025
- Big Noise Torry - A donation to create a new work to be performed at the Festival of the Sea in 2024, and again for Tall Ships 2025, both on the event site and during the Crew Parade. There will be a performance in Union Terrace Gardens in March 2025
- CityMoves - Commission of new work to be performed in Union Terrace Gardens in March 2025 and again on the Tall Ships event site
- Community Choirs - Commission of new work and performance from Aberdeen’s choirs to be jointly performed on the main stage each day at Tall Ships 2025. By end of March 2025 this would have the score, rehearsal and programme schedule. Target organisations are Aberdeen Choral Society, Aberdeen Chorus, Aberdeen Rock Choir, Aberdeen Vocal Ensemble, Aberdeen Youth Choir, Albacapella, Granite City Chorus. There will be a performance in Union Terrace Gardens in March 2025
- Granite City Brass – Commission to score a new work and perform it each day of the Tall Ships event. The work would be written and assessed at rehearsal by end-March 2025. There will be a performance in the Cowdray Hall in March 2025
- Aberdeen City Music Service – Commission of a new work to be performed at Festival of the Sea in 2024 and again during Tall Ships 2025 on the main event

stage. This will support pupils who have reached a level of proficiency to perform in the ensemble. There will be a performance in the Cowdray Hall in March 2025

Growing2gether – Growing2gether: strengthening Communities by building Local Skills, Wellbeing and Resilience

Growing2gether is the only project in Scotland to build positive health and wellbeing, skills and life chances of disadvantaged young people by connecting them to their community as mentors to nursery children. This work experience, which leads to a personal development qualification, is unique because the mentoring also increases the skills of the nursery children, who have social/ personal/communication challenges.

We will deliver two Growing2gether programmes targeting 16-20 disadvantaged pupils from low attaining schools (Lochside Academy/Northfield Academy/or LA recommendation) mentoring 16-20 children from a local nursery. Young people (aged 13-16) are selected by Guidance using our 'at-risk' selection tool, which highlights poverty, educational disengagement, care experience and social/emotional issues. They make an informed choice to participate after a programme presentation. We also gather parental consent. The nursery children (aged 4-6) are selected by their nursery teachers as needing extra mentoring (play/reading/numbers).

Each 16-week programme, lead by two facilitators, involves 8 to 10 young people mentoring 8-10 children in a local nursery/primary (delivered in school term, Sept 2024 – Feb 2025).

- Young people mentor the child for 1.5 hours/week. The work experience as a volunteer mentor builds self-esteem/confidence as they see the children develop. Young people are valued members of the nursery team, increasing their sense of responsibility/well-being.
- After nursery, young people attend 1.5-hour group sessions on emotional skills (self-management/risky behaviour (e.g., crime/drugs)/relationships/barriers to achievement) applying lessons learnt in nursery to their own lives.
- The programme leads to an accredited SCQF Level 4 Qualification - Personal Development: (Self in Community/Self Awareness). This achievement helps young people re-engage in education and builds life/work skills, e.g., goal setting/accountability. The nursery can provide a reference for the young people, supporting their pathway to employment.

The programme ends with a Community Celebration (parents, friends, teachers/stakeholders to build pride. This helps the young people feel part of the community and the skills they have learnt improve their relationships with their family, friends and teachers.

We will train up to 12 local facilitators (school staff/Community Learning and Development teams) in our positive psychology approach and to deliver Growing2gether independently in future, with outcome evaluation/quality assurance provided by the charity. This supports capacity building, resilience and sustainability,

increasing staff skills and supporting the mental health of more young people in the school at lower cost, making it a good investment.

Growing2gether is a proven early intervention, which has been delivered in Highland since 2017 where we have reached over 1750 young people/children. We are now expanding to Aberdeen, starting with a September 2023 pilot at Lochside Academy. Growing2gether is proven by robust evaluation to improve mental health (25% improvement pre/post), increase engagement (81% felt the experience made them feel more connected to others) and build educational attainment (85% achieve a Level 4 qualification). According to long-term evaluation by our partner Highland Council, 93% reach a positive destination (further education/training/work) strengthening the local community.

As part of the project, we highlight climate change to make young people more aware of the environmental issues in their own community.

Look Again in partnership with Culture Aberdeen and North-east based freelancers - Aberdeen Independents

Aberdeen Independents is an ambitious project designed to empower freelancers in Aberdeen's creative sector by establishing a self-led freelance network across various art forms. This initiative, scheduled to unfold over the next 12 months, will encompass a drop-in hub and a series of events to support freelancers. The driving force behind this endeavour is a peer-led group of individuals who nominated themselves after participating in freelancers' events in November.

The primary objective of this pilot project is to enhance accessibility to Aberdeen's distinctive cultural practices. By positioning freelancers at the forefront, Aberdeen Independents envisions not only the survival but the economic thriving of creative individuals. Beyond individual success, the project aims to cultivate a cultural environment that actively engages audiences and uplifts the entire community.

Aberdeen Independents addresses the multifaceted challenges faced by freelancers, seeking to create an environment conducive to sustainable careers and economic prosperity within the creative community. This approach aligns with the broader mission of contributing significantly to the overall vibrancy of Aberdeen, positioning the city as a flourishing hub for both creative expression and economic growth.

The project's adaptability to the unique circumstances of freelancers in Aberdeen is a key strength. Acknowledging historical challenges, such as high living costs, Aberdeen Independents seizes the opportunity for creative experimentation. Recent developments, including accessible studio options, signal a transformative shift in the local creative scene, setting the stage for the project's impact.

Operating as a holistic strategy, Aberdeen Independents recognises the diverse careers of freelancers. The initiative aims to establish a collaborative platform, fostering sustainable economic opportunities. Strategic partnerships with freelancers and key stakeholders, including Culture Aberdeen, are integral to creating an

environment where freelancers are not only encouraged to stay but also motivated to pursue lasting creative careers in Aberdeen.

Insights gleaned from workshops at Citymoves Studio in November 2023 were instrumental in forming Aberdeen Independents as a new self-led networking body for the city. With a focus on innovation and experimentation, the project leverages Aberdeen's unique cultural landscape, providing ample room for creative exploration and ground-breaking initiatives.

Aberdeen Independents stands out as a project poised to create a self-led freelance network bridging online and physical spaces. Its mission is to empower freelancers, enhance cultural accessibility, and significantly contribute to Aberdeen's cultural evolution and economic growth.

Soundfestival – Soundcommunities

The soundfestival was set up in 2005 by local people engaged in Aberdeen's music sector. We now not only run an annual festival, but work throughout the year, supporting emerging composers, as well as working with local young musicians and composers, and local music groups.

Soundcommunities aims to consolidate and develop our work with local musicians. The project aims to nurture home-grown talent in Aberdeen, working with local young & adult musicians & composers to enable them to tap into their own creativity and gain skills that will benefit them going forward in their studies or careers. Many of these skills will also benefit a wider community in Aberdeen, as a number of the adults taking part are music or instrumental teachers, and will be able to enrich their practise with the experience gained in these activities. It will add vibrancy to Aberdeen's arts community, while giving children from a wide-range of backgrounds the opportunity to explore their creativity.

The four strands of the project are:

1). Get Creative, our youth programme, bringing together young people throughout the year in creative music making sessions and comprising:

- Get Creative Ensemble (11-18 year olds) – 6 sessions during the year.
- Get Creative Orchestra (8-11 year olds) – 7 sessions during the year.
- Go Compose, a 3-day composition course (13-18 year olds).
- One-off schools workshops for 10 primary schools (prioritising schools in regeneration areas);
- A composition project for 4 secondary schools (existing interest from

Lochside, Hazlehead, Northfield and Bucksburn): an initial workshop for

H/AH pupils, followed by pupils writing new work for members of our local

new music ensemble Any Enemy, who will do a follow-up workshop playing their pieces.

2). Any Enemy: Aberdeen's new music ensemble (set up in 2018, comprising 9 local musicians). We support their work, and in 24-25 this will include a co-creation project with composer/improviser Raymond MacDonald, a project developing emerging composers work and a performance of new work by John de Simone (lecturer at UofA).

3). ConAnima: Aberdeen's amateur Chamber Choir. We have been collaborating over the past 2 years & want to build on this in 2024 to support the development of 3 emerging composer in writing for chamber choir & marimba, with a performance of these & other works at soundfestival.

4). All three elements above will be brought together in a Community Day during the soundfestival where they will rehearse & perform a new work written especially for their combined forces (composer tbc).

The project is a good investment for the Shared Prosperity Fund as it targets the arts and creative activities within Aberdeen. It invests in both individuals and the community: providing employment for, as well as developing the skills of, local people; increasing access to musical leisure provision; giving young people (including in regeneration areas) the opportunity to develop skills; bringing our music community together to celebrate their achievements during the internationally renowned soundfestival and bringing visitors and media coverage to Aberdeen.

Saint George's Community Centre SCIO - Saint George's Community Centre SCIO

We aim to establish a community centre within the heart of our community. Our purpose is to provide various services and classes which are either no longer available or have never been accessible to our community.

We have found that there is a need for educational classes, fitness classes, basic life skills classes (such as money management, cooking etc), pensioner groups, advice and support, hobby classes, afterschool clubs, creches, groups for disabled and vulnerable people, food bank etc. We would also like to offer warm spaces for people, not only due to the cost-of-living crisis, but because we know that there are many people struggling with loneliness.

We intend to provide these services within our newly acquired building – previously Saint George's Church, soon-to-be Saint George's Community Centre. These services will be available on various days, evenings, and weekends to suit our community members.

Depending on the specific activity, there will be different individuals (tutors, advisors etc..) delivering numerous classes, which will fall under various groups such as educational classes, physical activities, training, support groups and many more.

All activities will be delivered within our community, specifically within our community building, however, we also would like to encourage outdoor activities, in order that we can improve the environment and green spaces within Tillydrone and encourage our community members to take ownership of our community, our green spaces, our surroundings. This could include planting, growing food, clean ups, local walking groups etc.

Our goal is for every community member to feel welcomed and part of the community activities taking place. We want to be inclusive to all, with certain classes focused for those in minority groups.

Port of Aberdeen Trust – Tall Ships Community Promotion

The Tall Ships Races will return to Aberdeen's north harbour for four days in July 2025. An amazing spectacle of 40 to 50 sailing ships from around the world, it is the largest free family festival in Europe. The Aberdeen leg seeks to attract 400,000 visits, recruit a minimum of 100 youth sail trainees, and run a valuable volunteer programme for around 400 local people of all backgrounds.

The event presents a huge opportunity for all communities across Aberdeen to become involved, with widespread educational and wellbeing benefits, alongside improved life chances and career paths for those participating in the Races. The event will present Aberdeen as a great destination for people to visit and live, and enhance the city's reputation as the perfect stage for future major events.

This application is to ensure that the event pre-planning between April 2024 and March 2025 will attract those trainees, volunteers and diverse audiences that are essential for successful longer-term outcomes and enable the delivery of events, workshops and related programmes before the end of March 2025. The application will make certain that the first phase of the event is marketed early and repeatedly to citizens of Aberdeen and visitors from further afield to achieve the highest possible number of visitor engagement over the lifetime of the project.

A successful application will have the following strands:

- Additional personnel to focus solely on the first phase of the event in 2024/25, line managed by the Head of Communications at Port of Aberdeen, supported by the Senior Project Manager at Aberdeen City Council, and supported by marketing and communications teams from Port of Aberdeen, Aberdeen City Council and Aberdeen Inspired.
- The contracted role will run from April 2024 to March 2025, for the purposes of early engagement in the first phase of the project. If successful in the role the

consultant may be retained under a separate contract for delivery of the second phase (to August 2025).

- Creation of a visual identity for the event to be used across all marketing activities including tourism campaign, print and online branding and city centre event sites
- Promotion of sail traineeships to young people, including materials required for advertising and outreach e.g. social media, pop-up banners at school/FE/community venues
- Promotion of the volunteer programme to ensure awareness of opportunities in all communities and to illustrate the value and breadth of the programme e.g. bus shelter ads, radio slots, pop-up stand for city centre and community locations
- Communities marketing budget to assist smaller event partners to advertise their related events and activities to local communities directly

This investment will create awareness in 2024/25 in order to extend the education, health, wellbeing, cultural and environmental benefits of the Tall Ships Races throughout Aberdeen's communities; broadening participation, increasing the duration of engagement, and boosting positive outcomes – particularly for young people and those in need of skills development.

Economically the city will benefit from the enhanced destination marketing activity that this funding will facilitate, bringing more visitors to the city and region, putting Aberdeen firmly on the map as a visitor destination and showing events rights holders that the city is a successful marketing partner for major events and festivals.

Avenue – Mental Health and Relationship Support for Families and Individuals in Aberdeen

Avenue is an Aberdeen-based charity that supports families and individuals, with a focus on relationships and wellbeing. We provide a range of early intervention services aimed at improving positive mental health, strengthening relationships, promoting family wellbeing, supporting children and enabling healthy environments for all. Our core provision is therapeutic services (including Couple Counselling, Individual Counselling, Family Therapy, Young Person's Counselling and Play Therapy for younger children); Family Mediation; Child Contact Services; family support; and psycho-educational groups to increase skills and knowledge in the wider community. We are the only organisation delivering this range of services in Aberdeen. In 2022-23, Avenue received over 1,400 referrals from a range of sources, including from our partner agencies, GPs, schools and social care, from the individuals and families themselves, and from family courts and solicitors. We delivered over 4,300 hours of support during 2022-23.

Play Therapy aids primary-aged children in navigating emotions through play, enhancing mental health and relationships. Art Therapy, combining art expression and dialogue, assists young people and adults in articulating complex thoughts, enhancing social, emotional, or mental well-being. Recognising a growing need for early intervention, we aim to employ a Creative Engagement Officer to develop

psychoeducational materials, offering guidance and building resilience within Aberdeen's communities. This strategic addition aims to provide valuable resources, free training, and raise awareness, ensuring meaningful support for individuals, couples, children, and families.

Across Aberdeen the need for access to free mental health and wellbeing services is significant and ever increasing. The pandemic exerted immense pressure on local families and relationships, and we continue to witness its significant negative impact. Compounding these challenges, our communities now grapple with a devastating cost-of-living crisis, further straining mental health, well-being, and relationships. Avenue is committed to making our services accessible to all and we have introduced free services and concessionary fees, ensuring affordability. Notably, most of our therapeutic services are now provided free of charge at the point of delivery, including Couple Counselling, Play Therapy and Art Therapy. Critically to deliver free services and concessionary fees we rely on funding and so, Avenue is requesting funds from the UKSPF to support the work that we do in Aberdeen. This will help us to continue to deliver crucial high quality, accessible support, and reach as many people across Aberdeen as possible

Local Business Support

Business Start-ups

This proposal is to support new start-up businesses in Aberdeen city, and the creation of a Project Officer post to manage all aspects of the grant scheme.

The proposal is to provide seed capital to support new businesses to start-up, offering one-off grant awards of either £1,000 or £3,000 (where the new business is taking on a commercial room, premise or property). The proposal is inclusive, covering anyone setting up a new business with business address in the City boundaries. Co-ordination with ABZ Works' key workers will ensure awareness of the grant scheme is raised among target groups, and that support is offered to maximise uptake and create opportunities for these groups.

The grant funding will remove barriers to increased economic activity, providing all citizens with the financial means to enable them to progress their business idea, establish a start-up and grow their business more quickly than would otherwise be achieved. Expanding new businesses who are looking to take on commercial space will contribute to growing economic activity and development through job creation. The funding will also address the challenge of access to finance at a time when individual reserves may be minimal due to the cost-of-living crisis and borrowing is expensive due to rising interest rates.

Those that have registered a new business since 1 January 2024 will be eligible to apply, thereby supporting business sustainability and growth, by a financial provision that can help overcome some of the challenges of year 1 trading as outlined by British Business Bank - having a robust marketing strategy; managing cash flow; hiring first employees.

Highlighting the role of SMEs in stimulating economic activity, the Fraser of Allander Institute states that "SMEs account for 99.3% of all private sector firms. Together they employ around 60% of the Scottish workforce." Given the dominance of SMEs in the Scottish business population, support for establishing new businesses and sustaining and growing recently-

formed businesses is key in ensuring their survival and maintaining their positive impact on Scotland's future economic and societal welfare.

BankSearch Consultancy figures suggest the number of start-ups across Scotland is rising, and Aberdeen specifically has seen a 12% increase in start-ups during the first ten months of 2023 compared with last year, a figure which would further be boosted by the availability of a start-up grant. Aberdeenshire Council introduced a similar grant in September 2022, which was extended and then paused due to high demand.

The introduction of a start-up grant scheme in 2024 will also support the incorporation of the Business Gateway service coming in-house to the Aberdeenshire Council. Applicants will only be eligible for a grant award if engaging with, and assigned to, a dedicated Business Gateway officer. This will ensure the applicant is accessing business support, as well as the grant, and maximise likelihood of business success. Furthermore, collaboration between the grant scheme Project Officer and Business Gateway operations will assist with an enquiry pipeline, demand monitoring, promotion and management of the grant scheme.

The number of grant awards anticipated through the Scheme duration, based on Business Gateway figures for the city, is:

- 336 awards at £1000
- 84 awards at £3000 (where the new business is taking on a commercial room, premise or property).

AREG – Enhancing Offshore Wind Renewables through Digital Innovation

This funding proposal by Aberdeen City Council in partnership with Aberdeen Renewable Energy Group (AREG) unveils a forward-thinking approach to revolutionise the offshore wind renewables industry through state-of-the-art digital technologies. This initiative, leveraging AREG's extensive network and expertise in renewable energy, is poised to significantly deliver a positive impact on local businesses and the renewables industry as a whole.

Central to this initiative is AREG's collaboration with Aberdeen's ONE TECH Digital Incubator, fostering a series of specialised workshops and campaigns. These are designed to connect local technology innovators with key players in the renewable sector's supply chain, creating a vibrant ecosystem for exchanging innovative ideas and solutions. This initiative is set to propel the offshore wind energy sector into a new era of efficiency and sustainability.

The project is marked by several key milestones:

1). Communications and Marketing:

Develop & deliver tailored and targeted Interactive Communication Plan, to support the successful promotion and delivery of the project across the sector throughout its duration.

Generation of marketing assets for a solution-oriented platform to serve stakeholders, collaborators, and supply chain goals to support Project visibility & awareness.

2). Networking and Events:

Interactive Workshops and Webinars:

Collaborating with ONE TECH Digital Incubator, AREG will focus on integrating local digital technology firms into the expanding offshore wind sector. These events will highlight the latest digital technologies and their applications in the industry, fostering knowledge sharing, collaboration, and promotion of local content and technology providers.

'Meet the Project Developers' Event:

This event aims to build vital links between over 200 local digital technology firms and leading international offshore wind project developers. AREG's expertise in fostering collaborations will be leveraged to connect the dynamic local digital tech community with substantial collaborative and partnership opportunities.

Structured Networking Incubator Sessions: In partnership with ONE Tech Digital Incubator, AREG will organise structured networking events. These sessions are tailored for digital tech companies transitioning into the renewable energy sector, with AREG's leadership team focusing on industry challenges and trends.

Hackathon "Digital Technologies Solving Offshore Wind Industry Challenges": AREG will lead a unique Hackathon Event in collaboration with the University of Aberdeen and a leading media provider in renewables. This event will assemble a diverse group of talents, including data scientists, software experts, engineers, and designers, to address key challenges and issues within the sector.

Digital Innovation Networking Group:

AREG will launch a new networking group, titled the 'Digital Innovation Networking Group'. AREG will host structured networking events with a primary focus on digital innovation and assisting digital technology companies to transition into the renewable energy sector. At each networking event, an industry leader within the digital technology space will be invited to speak at the event and share their stories of how they helped accelerate digital innovation within the renewables sector. Each networking event targets to attract 35 people.

3). Energy Futures Digital Dissemination Event and Call for Papers:

Communication of Case Studies via 'Call for Papers':

AREG plans to orchestrate a series of case studies that will highlight the challenges and digital solutions within the offshore wind industry. This initiative is set to be a pivotal element in the forthcoming technical event, serving as a fundamental platform for presentation and participation. This call is strategically designed to bring forth a series of in-depth case studies, meticulously highlighting both the challenges encountered and the digital solutions applied within the offshore wind industry.

Energy Futures Digital Dissemination Event with Technical Presentation:

The Energy Futures Digital Dissemination Event represents the pinnacle of this initiative. It will convene crucial stakeholders from the offshore wind industry and the broader technology ecosystem. The event targets to attract more than 400 attendees across the supply chain, academia, corporate, leading project developers, government agencies, SME's, and community. This event will showcase the pivotal role of digital technology expertise and capabilities in renewable energy, emphasising local content knowledge and the thriving supply chain in the region.

Multiply

ABZWORKS – Core Numeracy Project

Development and delivery of a range of opportunities which supports improved skills, with a specific focus on the development of numeracy skills for 18+.

- To help transform the lives of adults across the City, by improving their functional numeracy skills through free personal tutoring, digital training, and flexible courses;
- Boost people's ability to use maths in their daily life, at home and work through activities, such as costs of living skills;
- Enable adults to achieve formal qualifications that can open doors for them (such as career progression, or progression to further study)

Success Measures would include

1. More adults achieving maths qualifications / participating in numeracy courses (up to and including Level 2/ SCQF Level 5).
2. Improved labour market outcomes e.g. fewer numeracy skills gaps reported by employers, and an increase in the proportion of adults that progress into sustained employment and / or education;
3. Increased numeracy across the population – supporting learners to improve their understanding and use of maths in their daily lives, at home and at work through activities which – and to feel more confident when doing so;
4. Enhancing parents' knowledge and awareness of STEM activities and subjects to support pupil outcomes at school

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	13 March 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Capital Programme Delivery: Projects Update
REPORT NUMBER	RES/24/070
DIRECTOR	Steve Whyte
CHIEF OFFICER	John Wilson
REPORT AUTHOR	John Wilson
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to summarise the general progress of delivery of key capital expenditure projects identified within the approved Capital Programme from the General Fund and Housing Revenue Accounts.
- 1.2 The report highlights those issues considered worthy of particular note which are specific to individual programmes/projects.
- 1.3 In addition, the report also incorporates a review of any recent reprofiling of the General Fund Capital Programme, which has been carried out to take account of any current project related factors.

2. RECOMMENDATION(S)

That the Committee :-

- 2.1 Note the status of delivery of the Section 3.0 highlighted programmes/projects contained within the approved Capital Programme: and
- 2.2 Note that this report aligns with the Council Budget report COM/24/060 as reported on 6 March 2024 to Council.

3. CURRENT SITUATION

Background

- 3.1 At the Finance & Resources Committee meeting held on Wednesday 1 February 2023 a new reporting content/style was submitted to inform key project updates within the approved General Fund and Housing Capital Programme. This report continues with that format and reports progress since

then in terms of, but not limited to, contract/construction issues, timeline delivery and financial viability.

- 3.2 In late 2023, following discussion with the Convener of the Finance and Resources Committee it was agreed that it would be appropriate for the timing and management of the delivery of the new housing developments (under construction) to be reported to the Communities, Housing and Public Protection Committee. The next meeting of the committee is planned for 28 March 2024. This is with the understanding that any contractual/financial issues would continue to be reported to this committee.

Union Terrace Gardens

- 3.3 As noted previously the only works on-going are snagging works. This project is complete.
- 3.4 The only building still outstanding to secure a long term let is the Union Pavilion. In the meantime, it continues to be temporarily let to the 'Our Union Street' organisation. Marketing of the Union pavilion continues.
- 3.5 It is noted that the Union Terrace Gardens provided the focal point for the Spectra Event held in February 2024.

Countesswells Primary School

- 3.6 The Council took possession of the new building on 1 March 2023. The Countesswells School has been operating from this new building since the Spring 2023 school holiday period.
- 3.7 As reported previously, there are existing developer obligations in accordance with an agreed Section 75 agreement, however members will be aware the developer Countesswells Development Limited went into administration. Officers are still seeking clarification on what this means in relation to funding and other related commitments.

Greyhope School & Community Hub

- 3.8 The Council took possession of this new building on 9 October 2023. The new school was brought into use following the October 2023 school holiday period.

Tillydrone Primary School (New Riverbank Primary School)

- 3.9 The Principal Contractor has continued with the erection of the cross-laminated timber structure with external fabric and internal first fix works now commenced.
- 3.10 As reported previously carrying out this work later than planned has resulted in some delays due to the weather. The erection time is being closely monitored to determine the indicative target date for completion of the project.

Bucksburn Temporary Accommodation

- 3.11 As noted previously this new accommodation is now in operation.
- 3.12 As reported previously the contracting parties are progressing with the process of dealing with contract matters in order to determine the final account.

B999 Shielhill Road Junction

- 3.13 Nothing significant to report with regard to progress. The collation of land ownership information is still on-going. Once this task is complete and land ownership has been verified the programme for delivery will be revised and updated.

Energy from Waste (EfW) Construction

- 3.14 Following the successful achievement of the required actions in relation to construction and commissioning the Acceptance Certificate was issued on 12 December 2023. This triggered the transition from the Works/Commissioning Phase to the Services Phase.
- 3.15 This move means that Indaver (the appointed Operations Contractor for the Services Phase) have now formally taken control of the operation of the Ness Facility from Acciona.
- 3.16 Indaver receive and manage the three councils' waste at the facility.
- 3.17 Notwithstanding this, there are construction contractual issues still to be addressed with Acciona whereby they are seeking recompense through the Contract.
- 3.18 The Contractor has sought adjudications to consider several contractual matters. These are in the form of claims for both time and money. The council continues to defend its position whilst being open to seek resolution of matters outwith the adjudication/arbitration mechanisms. As claims are submitted, they are being considered in accordance with the contract between the parties and as such additional expenditure is being and will be incurred in protecting the Councils' position. At this stage these costs can continue to be accommodated within the approved project budget.
- 3.19 As noted above, going forward the project is now in its 'Services Phase' whereby the Operations Cluster will lead and resolve any operational issues. Members should note that the Capital Cluster is still involved and will lead with concluding any construction contract related matters.

New Mortuary at Aberdeen Royal Infirmary (ARI)

- 3.20 As noted previously work commenced on the new Mortuary at Aberdeen Royal Infirmary (ARI) on Monday 10 October 2022.

- 3.21 The Contractor has intimated that he is expecting to complete the works later than first planned. This is primarily driven by late completion of the ground floor slab and inclement weather impacting on roofing works.
- 3.22 The parties will be monitoring progress to see where any improvements can be made with the delivery date.
- 3.23 This intimated delay will now impact on the coordination of the closure of the existing Council mortuary facility at Queen Street. This will be monitored and co-ordinated in line with the updated programme.
- 3.24 The Contractor is also focussing on achieving the Royal Institute of British Architects (RIBA) Stage 5 with respect to the Mechanical and Electrical Building Information Model (M&E BIM). This will provide and store construction and product information which will facilitate any future maintenance work and help to ensure the planned installation is fully co-ordinated.
- 3.25 The project is planned to be complete in Autumn 2024. The operating agreement between Partners is currently being drafted.

Complex Care

- 3.26 The Strategic Business Case for the project was approved at Finance and Resources Committee in December 2022 with the Full Business Case approved at Finance and Resources Committee in November 2023 and the funding arrangements approved at Finance and Resources Committee in January 2024.
- 3.27 Officers with external support have developed the design information to RIBA Stage 4. Tenders were returned in October 2023 for assessment with a preferred contractor advised in February 2024.
- 3.28 This decision followed after discussions were held with other parties regarding the funding for the project. We can now report that, in early February 2024, the Integrated Joint Board agreed to fund the debt payments for the project's capital spend. Following this announcement the contract was awarded to Ogilvies Construction Limited who will act as Principal Contractor.
- 3.29 It should also be noted that a submission to the Scottish Government for external grant funding support has been made. To whatever extent this is successful it would set against reducing the debt payments by Aberdeen City Health and Social Care Partnership.

Tillydrone Cruyff Court

- 3.30 The works have progressed with a completion date of Spring 2024. An opening event is planned after completion, engaging with schools and the local community.
- 3.31 It should be noted that completion of the latter surfacing works are weather dependent.

Clinterty Travellers Site

- 3.32 The works are now practically complete following delays with utility connections and the weather. Tenants started returning to the site from early February 2024.

Bridge of Don Household Waste Recycling Centre (HWRC)

- 3.33 As previously highlighted at the last committee in November 2023 design development is progressing towards a full tender package and both Planning and Building Warrants have been submitted.

- 3.34 The updated Outline Business Case was submitted to the September 2023 Finance & Resources committee with a recommendation to vire an additional £1.42m from the contingencies budget line. The recommendation was approved.

Tolbooth – Roof and Parapet Works (Condition & Suitability Programme)

- 3.35 The works to repair and conserve the external fabric of this grade A listed, early 17th Century building include renewing the old lead on the existing spire, the repair/conservation of stonework of the external walls and parapets and associated works. Work to replace the lead to the spire is sequential i.e. strip lead - replace wallhead stone - repair spire timbers - fit new lead.

- 3.36 This is one of the largest projects within the 'Condition and Suitability' Programme of projects. Works commenced on 30 June 2023 with a contract period of 60 weeks, with completion planned for Autumn 2024.

- 3.37 Works are progressing with, repointing, carving of replacement stone, rot treatment, structural timber replacement and stripping of leadwork all ongoing. However as works progress it is becoming apparent that the condition of the stone and structural timbers is worse than anticipated, this has led to additional works being required, this is likely to delay completion and incur additional cost.

- 3.38 Officers are closely monitoring the works progress.

Unable to be Relet (UTBR)

- 3.39 The works related to the refurbishment of units for the Scottish Government funded Ukraine long term resettlement fund are now almost complete.

- 3.40 496 units have been refurbished or repair works carried out on them. Orders for furnishings/white goods are following where necessary. Work continues with housing colleagues to allocate the completed units to Ukrainian households as they become available. Approximately 380 units are now occupied.

4. FINANCIAL IMPLICATIONS

- 4.1 Notwithstanding all of the above, the Chief Officer – Capital continues to review the approved Capital Programme in light of external pressures, such as, but not limited to;
- Inflation
 - Energy supply and cost
 - Covid 19 impacts
 - War in Ukraine, Red Sea disruption and
 - Brexit.
- 4.2 There is still a significant risk that costs will increase for those projects under construction and also those in the future pipeline. Close collaboration is being maintained with finance colleagues.
- 4.3 Members are aware that the Council are obliged to deliver its obligations within a balanced budget. In the context of the approved Capital Programme, and bearing in mind paragraphs 4.1 and 4.2 above, regular consideration needs to be carried out on whether to delay, pause or cancel any projects which are still not legally committed.
- 4.4 Throughout the financial year the Chief Financial Officer monitors the budget and uses various controls and tools to ensure a balanced budget is delivered.
- 4.5 In a similar context, the Chief Officer - Capital is tasked with delivering the approved Capital Programme whilst ensuring that sufficient budgetary provision exists.
- 4.6 With regard to this section, this process has been followed to assist members with regard to their consideration of programme and project spend when setting the various capital programme/project budgets, which were approved at Council on 6 March 2024.

5. LEGAL IMPLICATIONS

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

6. ENVIRONMENTAL IMPLICATIONS

- 6.1 There are no direct environmental implications arising from the recommendations of this report.

7. RISK

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Strategic Risk	Failure to manage Council finance and resources could lead to failure to achieve strategic objectives.	Regular financial reporting and monitoring activities, to incorporate financial resilience to address financial pressures arising in year is maintained and monitored.	M	Yes
Compliance	Failure to be able to comply with project requirements	Increase site visits and monitoring of the construction works. If required, review alternative options as soon as possible.	L	Yes
Operational	Balancing the pressures of finite resources both internal and external to the Council	Regular engagement between relevant Clusters within the Council along with ongoing engagement with Framework hosts, Suppliers, Procurement & Services re alternative products or delivery methods.	M	Yes
Financial	Escalation of costs Differing market conditions depending on commodity/service	Development of suitable price mechanisms. Use of Business Intelligence to predict market changes/trends. Price Increase Request Process. Market engagement/use of business intelligence to assist in predicting market changes and trends.	M M	Yes

Reputational	Programmes/projects being delayed or stopped	As above.	M	Yes
Environment / Climate	Failure to consider sustainable options due to costs.	Ensure all contracts consider environmental considerations, and early market engagement is conducted to seek market intelligence.	M	Yes

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN 2024-2025</u>	
	Impact of Report
Aberdeen City Council Policy Statement <u>Working in Partnership for Aberdeen</u>	Reviewing the approved Capital Programme in light of the cost pressures resulting from external drivers, will enable the Council best to meet and prioritise the delivery of its capital funded programmes /projects.
<u>Aberdeen City Local Outcome Improvement Plan 2016-26</u>	
Prosperous Economy Stretch Outcomes	The recommendations outlined within this report have included consideration of the current stage of programme/project delivery.
Prosperous People Stretch Outcomes	The recommendations outlined within this report have included consideration of the current stage of programme/project delivery.
Prosperous Place Stretch Outcomes	The recommendations outlined within this report have included consideration of the current stage of programme/project delivery.
Regional and City Strategies	Reviewing the approved Capital Programme in light of the cost pressures resulting from external drivers, will enable the Council best to meet and prioritise the delivery of its capital funded programmes /projects to align with its regional and city strategies.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	For the purpose of this report which is an update on the overall Capital Programme and delivery of key projects within it, it is confirmed by Chief Officer John Wilson that no Integrated Impact Assessment is required.

Data Protection Impact Assessment	Not required
Other	Not required

10. BACKGROUND PAPERS

- 10.1 Finance and Resources Committee 1 February 2023: Capital Programme Delivery : Projects Update : report no RES/23/043.
- 10.2 Finance and Resources Committee 22 November 2023: Capital Programme Delivery : Projects Update : report no RES/23/363.

11. APPENDICES

- 11.1 Appendix A – Supporting Project Annex Information

12. REPORT AUTHOR CONTACT DETAILS

Name	John Wilson
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Appendix A – Supporting Project Annex Information

Union Terrace Gardens

Reference is made to report RES/23/043 submitted to the Finance and Resource Committee on 1 February 2023.

Practical completion was issued in December 2022. The Union Terrace Gardens project has seen 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.

1. Update since last report provided at November 2023

Snagging works are drawing to a conclusion

Union Pavilion is currently let to the 'Our Union Street' organisation while marketing of the pavilion continues to secure a long term letting.

Sugarbird Wines Ltd have taken occupation of the Burns Pavilion.

The 2024 Spectra event held in February 2024 utilised the gardens as a focal point for many of its displays.

2. Spend to end of Q3 2023/24;

Gross Budget	Spend to Date
£32.15m	£31.1m

3. Interdependencies

None

4. Progress Photographs

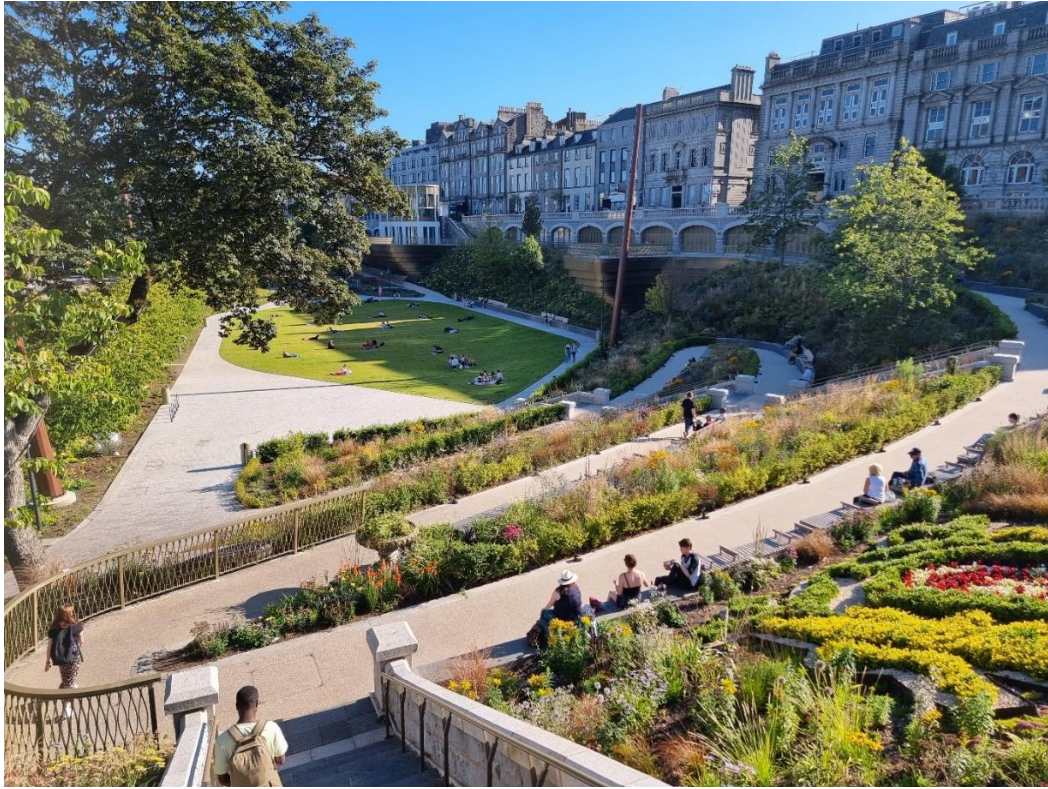


Image courtesy of Iain Georgeson copyright

Countesswells Primary School

This two-stream primary school, with early years provision, was delivered in accordance with a Section 75 legal agreement dated 20 March 2016. The Council was granted ownership of the allocated site on 14 May 2021.

1. Update since last report provided at November 2023.

The project was completed and handed over to the Council on 1 March 2023. Countesswells School has been operating from this new building since the Spring 2023 holiday.

2. Planned progress in next reporting period (consider 3 months)

Snagging works will continue through the period of operational use for a period of 12 months (ending Spring 2024).

3. Spend to end of Q3 2023/24;

Gross Budget	Spend to Date
£20.5m	£19.96m

Greyhope School & Community Hub

This community hub and two-stream primary school, with early years provision, was instructed by the Education & Children's Services Committee, on 1 March 2017, on the site of the previous Torry Academy.

The Council achieved commercial close, with its delivery partner Hub North Scotland, on 18 March 2022. Hub North Scotland have appointed Morrison Construction as its design-and-build contractor. The construction programme commenced on 25 April 2022. The Council took possession of this new building, as planned, on 9th October 2023.

1. Update since last report provided at November 2023.

The construction works are now complete, and the Council took possession of this new building on 9 October 2023. The school has been operational since 1 November 2023.

2. Planned progress in next reporting period (consider 3 months).

Snagging works will continue through the period of operational use for a period of 12 months (ending Autumn 2024).

3. Spend to end of Q3 2023/24.

Gross Budget	Spend to Date
£28.1m	£28.8m

Officers acknowledge that the spend on this project has exceeded the approved budget. Officers advise that the need for unplanned spend has arisen, so as to meet the developed understanding of the needs of the users of this facility, and advise that these lessons learnt will inform the procurement of similar facilities, in the future.

4. Interdependencies

The cost of the asbestos removal and demolition of the previous Torry Academy building have been factored into the overall capital development cost of the project.

This project has met the requirements of the Regeneration Capital Grant Fund and, as a result, £2m was claimed towards the cost of this project on 31 October 2019. This grant was awarded so as to allow the development of a Community Hub which is tailored to meet the needs of the community.

Developer obligation funding of £283K has also contributed towards this project.



Entrance area, with view to café and library beyond



Early Years activity area



Primaries 5, 6 and 7 activity area

New Riverbank Primary School Project Update

The construction contract for the three stream primary school and 60 place ELC setting was awarded to Robertson Construction in late Winter 22/23 with works commencing on-site in Summer 2023.

1. Update since last report provided at November 2023.

The superstructure erection has progressed but has been impacted by the weather. Internal first fix and external fabric works have commenced.

2. Planned progress in next reporting period (consider 3 months)

The superstructure erection will continue with the contractor aiming to achieve a wind and watertight building as soon as possible.

3. Spend to date

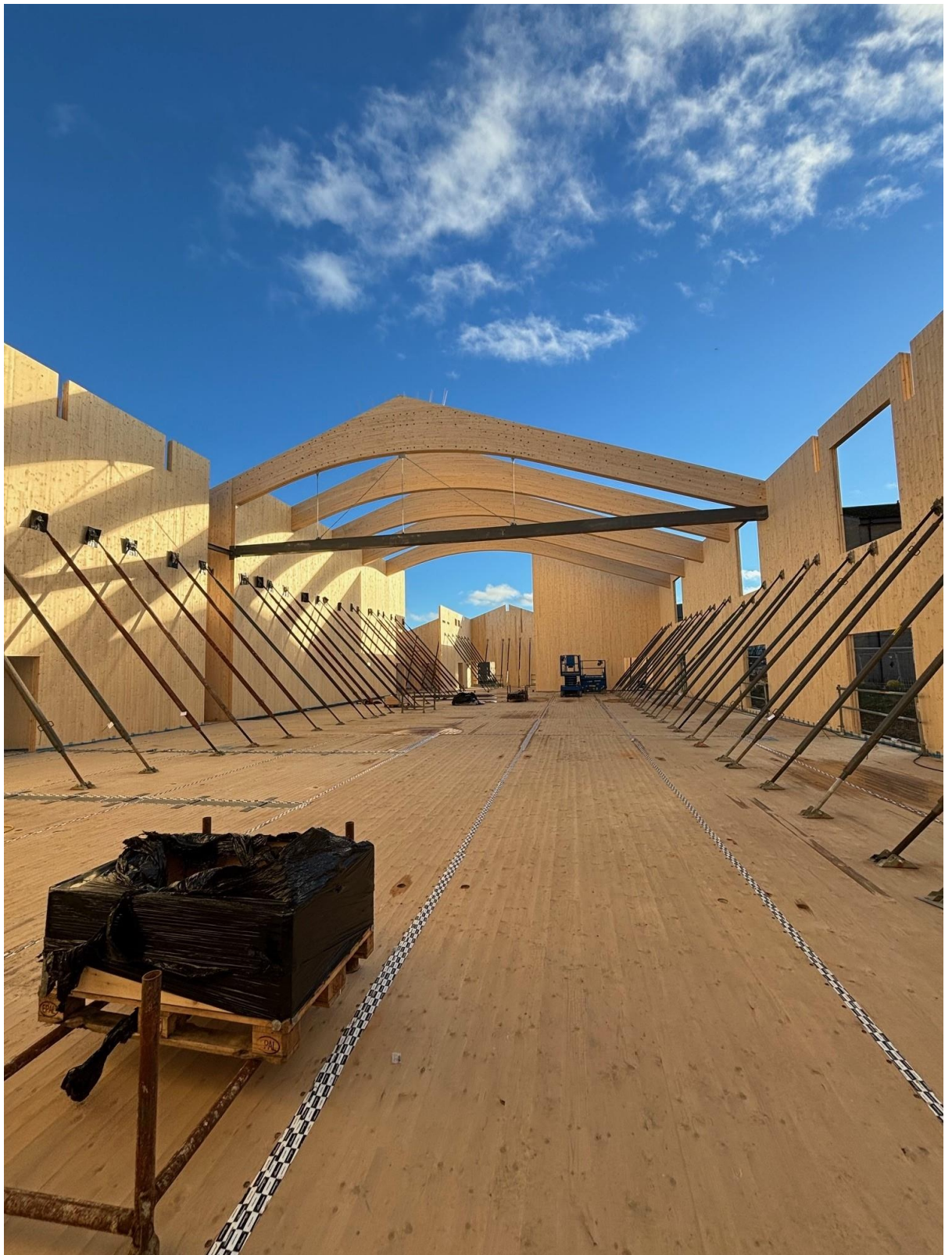
Spend to the end of Q3 2023/24 is as follows:

Gross Budget	Spend to Date
£36.349m	£10.7m

4. Interdependencies

Decant of existing Riverbank School thus allowing redevelopment of the existing building to relocate St Peters (RC) School. It should be noted that there is an option to refurbish the existing St Peters Primary School which will still need a temporary rehoming to the existing Riverbank Primary School. The option to refurbish the existing St Peters Primary School has been referred to a budget decision to be considered by Council on 6 March 2024.

5. Progress Photographs



Bucksburn Temporary Accommodation Update

Capital funding was approved at the Budget Meeting in March 2022 to provide modular accommodation at Bucksburn Academy to meet the expected increase in pupil roll for August 2022. Bucksburn Academy was built in 2009 and was delivered as part of Aberdeen City Council's 3Rs Public Private Partnership (PPP) project which delivered 2 secondary schools and 8 primary schools. The school is operated and maintained by the 3Rs company, NYOP Education, under a PPP contract. Any short-term options to increase the capacity of the school on a non-permanent basis (e.g. the installation of modular accommodation) can only be carried out with the agreement of NYOP and funders consent.

To help facilitate progress and mitigate programme delays, ACC's Legal Team has worked very closely with NYOP to progress the contractual nature of this change which has allowed the project team to progress with the project over the last 12 months.

1. Update since last report provided at September 2023.

The modular accommodation is now fully operational. The remaining works regarding the covered walkway and landscaping is to be completed over the summer holidays.

2. Spend to date

Spend to end of Q2 2023/24 is as follows:

Gross Budget	Spend to Date
£2.560m	£2.95m

As reported previously parties are still negotiating the final account. The overspend will be addressed by viring monies from the contingencies budget. This has been agreed in consideration with finance colleagues.

3. Interdependencies

The temporary units only have planning permission for up to 5 years. The additional capacity will be accommodated within the planned permanent extension to Bucksburn Academy.

4. Progress Photographs (from July 2023)



Classroom



Installation of the units

NESS Energy Project Update

On 4 March 2019, the Council approved the award of the Ness Energy Project Residual Waste Treatment contract for the implementation of the Project to EFW Ness Limited, a wholly owned subsidiary of Acciona Industrial UK limited and an Inter-Authority Agreement, IAA3. Similar approvals were given by Moray Council and Aberdeenshire Council on 4 March 2019 and 7 March 2019 respectively. The contract was signed on 8 August 2019 and construction commenced shortly after.

The contract requires that EFW Ness Limited design, build and operate an energy from waste facility capable of treating 150,000 tonnes of non-recyclable waste per year and produce approximately 12MW of electricity for export to the National Grid and supply up 10MW of heat in the form of hot water to a district heating scheme to be developed separately by Aberdeen City Council.

The contract foresaw a construction period of three years and an operations period of 20 years. The construction works have been delayed in part by the Covid pandemic but also as a result of other factors.

1. Update since last report provided in November 2023.

Final acceptance of the facility was achieved on 12 December 2023 and the project transitioned to the 20-year Services Phase. Day-to-day management of the facility has now transferred to Indaver UK Limited, the Operating Subcontractor.

2. Planned progress in next reporting period.

Snagging works on-going

3. Spend to date

Spend to the end of Q3 2023/24 is as follows:

Gross Budget	Spend to Date
£70m	£ 62.8m

4. Interdependencies

The three councils' waste services are now delivering their waste to the NESS Energy facility and the Project Team is maintaining close contact with colleagues to ensure the service is delivered appropriately. .

5. Progress Photographs

Site Entrance



Staff parking area looking towards office block



Visitor Centre area

North East Scotland Joint Mortuary Project

In March 2020 the appointment of Kier Construction (PSCP) & AECOM (CA & PM), following a competitive tender process, for the development of a new facility to replace the two existing Aberdeen based mortuaries with a purpose-built facility. This new facility will be operated as a single integrated multi-partner, multi-purpose mortuary serving all providers including NHS Grampian, Aberdeen City Council, Aberdeenshire Council, Moray Council, Orkney and Shetland Island Councils, the University of Aberdeen, Crown Office Procurator Fiscal Service and Police Scotland.

The contractor started with the ground works on the 10 October 2022 which is now complete and the project is progressing well. The overall construction completion is targeted for Autumn 2024.

1. Update since last report in November 2023:

- Under Slab services and Ground Floor Construction complete.
- SFS parapets are complete to the garage roof and Hot Melt application progressing.
- Substructure Brickwork complete.
- Sub Mains Ducting completed.
- Hotmelt roofing to garage area.
- Scaffolding erected to the West and North Side along with the trad deck on level one.
- Off-site prefab of the roof trusses nearing completion.
- Installation of main drain connect and SSE ducting.

2. Works to be progressed over the next period.

- Complete SFS Parapets to the Entire Roof
- Z bar installation to Perimeter Steel for SFS
- Progress Intumescent Paint Application
- Continuation of Hotmelt roofing to garage area.
- Commencement of hotmelt roofing to west roof.
- Progress Hot Melt Roof Coverings to Garage Roof
- Roof truss erecting (Planned to start on the 21st Jan 24).
- Completion of installation of main drain connect and SSE ducting.
- Scaffolding erection and alteration for SFS and boarding.

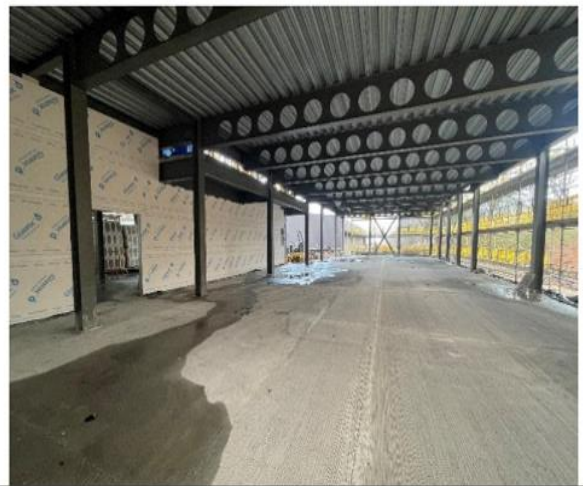
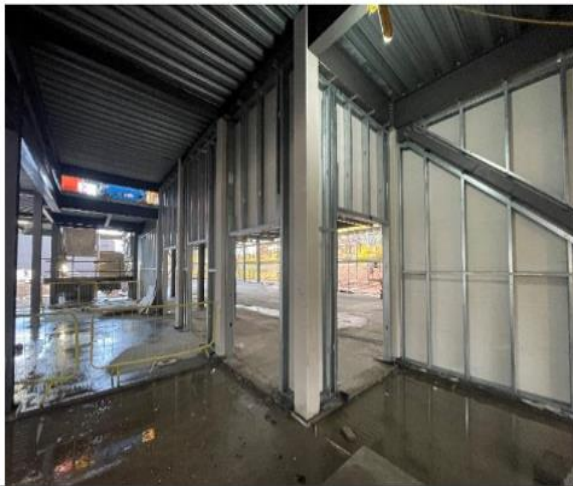
3. Spend to the end of Q3 2023/24 is as follows.

Construction Budget	Spend to Date
£31m	£7.7m

4. Interdependencies

The delivery of this project will facilitate closure of the existing Council managed mortuary at Queen Street.

5. Progress Photographs



Complex Care

Individuals with learning disabilities and complex care needs often require the provision of bespoke, robust accommodation, which is currently unavailable within our existing housing stock. Unsuitable environments can lead to challenges in the management of need and communication, often resulting in challenging behaviour. This requires the development of sustainable and robust accommodation which will meet the profile of need for those with complex care requirements. These requirements are evidenced through good practice and wider learning on a local and national basis.

This project aims to deliver:

- 8 No. individual homes which meets the environmental specifications for individuals with complex care needs through a new build delivery approach as considered within the project options appraisal. In addition, this accommodation will provide adequate office/respite space for care provider employees who will provide 24/7 onsite support.
- Adequate community and service links to allow individuals with complex care needs to integrate and participate in their local community.
- Learning and a model for further development for unmet and future need that will allow the operating model to be as flexible as possible.

1. Update since last report in November 2023;

The tenders have been assessed and the principal contractor Ogilvie Construction Ltd have since been appointed to undertake the works.

2. Planned progress in next reporting period (consider 3 months);

Site set up and initial enabling works to commence.

3. Spend to date;

The design works and business case development undertaken to date have been funded by the Aberdeen Health and Social Care Partnership.

Spend to the end of Q3 2023/24 financial is as follows:

Gross Budget	Spend to Date
£5.6m	£0.6m

4. Interdependencies

None

5. Progress Photographs

Plan



Typical Views



Tillydrone Cruyff Court

The proposed development is a replacement outdoor facility for the Tillydrone community, originally behind Alexander Terrace. The new multi-use games area which will be located on Formartine Road will ensure increased opportunities for the community to access a high quality, fit for purpose outdoor free to use facility.

1. Update since last report provided at November 2023

The construction works were impacted by the weather as previous noted resulting in a delay to completion.

2. Planned progress in next reporting period (consider 3 months)

The works are scheduled to be completed in early Spring.

Official opening event to be held following completion of the works.

3. Spend to date

Spend to the end of Q3 2023/24 is as follows:

Gross Budget	Spend to Date
£0.8m	£0.3m

4. Interdependencies

None.

5. Progress Photographs



Clinterty Travellers Site Project Update

The site redevelopment will increase caravan capacity whilst retaining the provision of 21 individual plots. A mixture of plot sizes will be provided to ensure the site meets the needs of the travelling community.

Each plot has an amenity building providing cooking, washing and storage spaces.

The proposed development has been designed to meet the Scottish Government Interim Site Design Guide for Gypsy/Traveller Sites in Scotland.

The Contractor for the works was the Council's Building Services.

1. Update since last report provided in November 2023.

The works were practically complete in early February 2024 with tenants returning to site thereafter.

2. Planned progress in next reporting period (consider 3 months)

Commence close out reporting and participate in Scottish Government post project evaluation tasks as part of Grant Funding conditions.

3. Spend to date

Spend to the end of Q3 2023/24 financial is as follows:

Gross Budget	Spend to Date
£6.48m	£5.2m

4. Interdependencies

None.

5. Progress Photograph

Practical Completion







Bridge of Don House Waste Recycling Centre - Project Update

The current Bridge of Don Household Waste and Recycling Centre (HWRC) at Scotstown Road, built several decades ago in Bridge of Don, is no longer fit for purpose in regard to the size of site and its location.

A replacement HWRC was identified in the Waste Strategy 2014-2025 under Target 4 to develop facilities within the Aberdeen area to recover our resources (unwanted materials). There is a requirement to construct a modern HWRC to cater to high traffic levels and collect a wider range of recyclable materials.

Opportunity site (OP13) is identified in the current Aberdeen Local Development Plan (ALDP 2017) and the Proposed Aberdeen Local Development Plan (ALDP 2020) for the replacement HWRC at the former Aberdeen Exhibition & Conference Centre (AECC) site. OP13 is safeguarded for waste-related uses under extant Policy R4: Sites for New Waste Management Facilities, this safeguarding of OP13 has been carried through to the ALDP under Proposed Policy R3: New Waste Management Facilities.

1. Project Update since last report provided in September 2023.

The design team has been appointed and are preparing the proposal to comply with Operations and Protective Services requirements.

Initial proposals have been developed and a cost check has been carried out. This has highlighted that the allocated budget is insufficient.

2. Planned progress in next reporting period (consider 3 months)

Continuing with the design development and planning for a construction start in FY 24/25.

3. Spend to date

Spend to the end of Q3 2023/24 financial is as follows:

Gross Budget	Spend to Date
£4.27m*	£0.026m

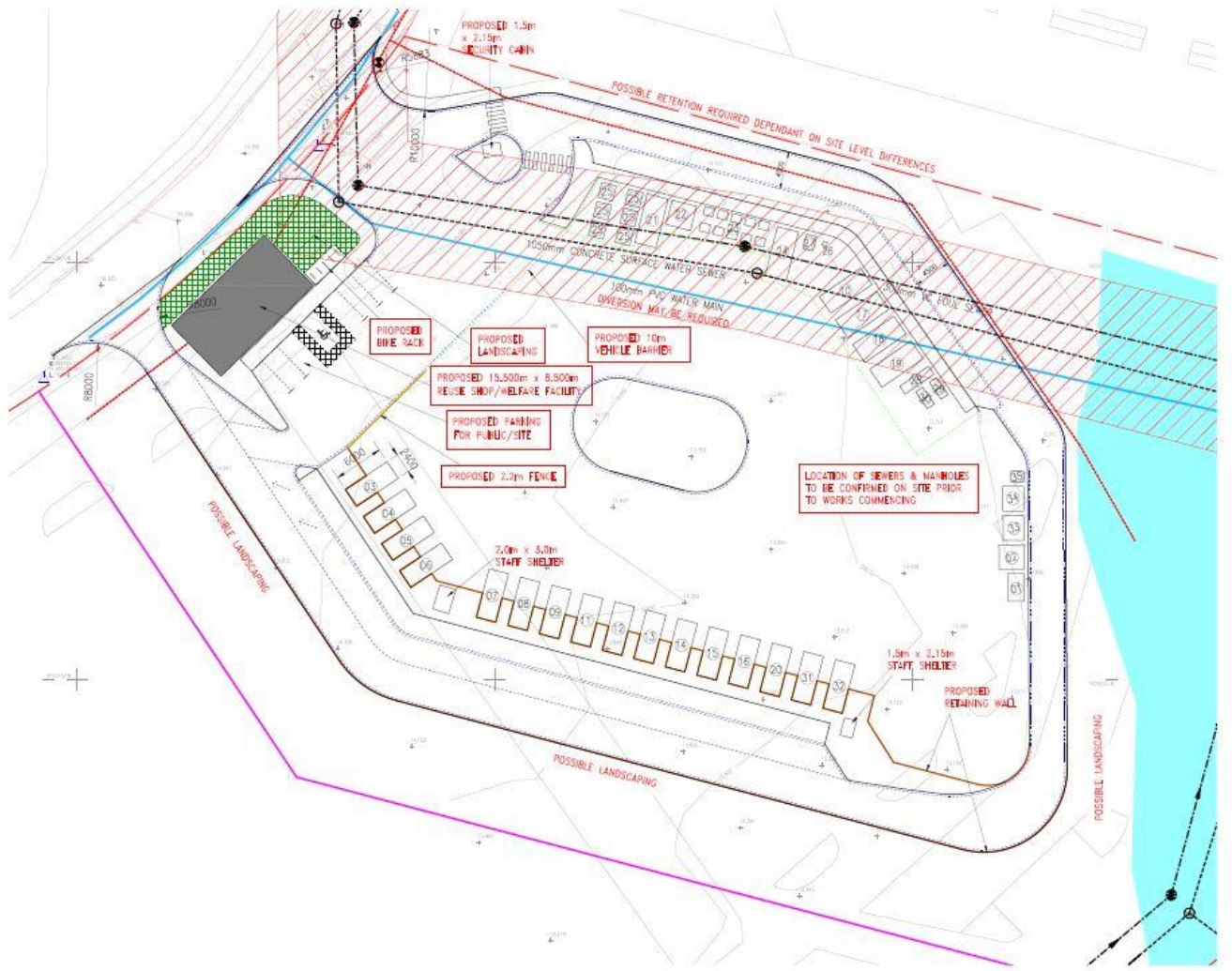
*An updated Outline Business Case has been prepared showing the need for a budget of circa £4.3m to fully deliver the project. £1.42m was vired from the contingencies budget line .

4. Interdependencies

None.

5. Progress Photographs

Draft proposal



Tolbooth – Roof and Parapet Works

The works to repair and conserve the external fabric of this A listed, early 17th Century building include renewing the old lead on the existing spire and the repair/conservation of stonework of the external walls and parapets and associated works. Work to replace the lead to the spire is sequential i.e. strip lead - replace wallhead stone - repair spire timbers - fit new lead.

1. Works commenced on 30th June 2023 with a contract period of 60 weeks, completion Autumn 2024
2. Activities planned for the next reporting period included continuing with the installation of replacement stone, removal and replacement of structural timbers and the removal and replacement of the existing leadwork.
3. Spend to date:

Gross Budget	Spend to Date
£1.36m	£0.4m

4. Interdependencies

None

5. Photographs







ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	13 March 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Business Charter for Aberdeen City Council
REPORT NUMBER	COM/24/068
DIRECTOR	Gale Beattie
INTERIM CHIEF OFFICER	Julie Wood
REPORT AUTHOR	Jim Johnstone
TERMS OF REFERENCE	2.1.2

1. PURPOSE OF REPORT

- 1.1 To provide an update on progress made in relation to the Business Charter for Aberdeen City Council.

2. RECOMMENDATION(S)

That Committee:

- 2.1 Notes the progress made and lessons learnt in relation to the deployment of the Business Charter;
- 2.2 Agree to continue with the aims and principles as set out in the Business Charter as a basis for the continued interaction between the Council and the city's businesses;
- 2.3 Agree the virtual "cross services" working group established to support the delivery of the Union Street Empty Shops Grant should be used as the model for the future development and delivery of the Business Charter; and
- 2.4 Instructs the Chief Officer – City Development & Regeneration to report back, via a service update, on progress by May 2025.

3. CURRENT SITUATION

Background

- 3.1 At an Urgent Business Committee meeting in June 2020 approval was granted for the deployment of the Aberdeen City Council Business Charter ("The Charter"). The Charter was launched early in the Covid pandemic at a time of great uncertainty for businesses and set out how the Council would respond quickly to the needs of business as part of a wider socio-economic rescue plan.

- 3.2 The aims of the Charter were to ensure that Aberdeen remained an attractive place to do business and set “standards” by which the Council as a whole would support business through its business facing activities and roles (for example, economic development, planning, licensing, environmental health, trading standards, procurement etc).
- 3.3 It affirmed the intention to provide services to businesses that were fast and to the highest standards. As well as covering business facing services, it notes the value of the goods and services bought by the Council and how this spending power can support local businesses.
- 3.4 The Charter sets out the key principles for the Council’s interaction with businesses across the following areas:
- Planning & Infrastructure;
 - City Centre; and
 - Business Support

Review of Actions – Planning & Infrastructure

- 3.5 The Charter sets out three principles for this area as follows:
- *“We will provide a dedicated project manager for all pre-applications and applications who will coordinate across council services, ensure the accuracy and fairness of all advice given, consistently record the outcomes of all pre-applications, consider all factors affecting an application and advise if further work is needed prior to giving final advice”.*
 - *“We will seek to minimise the risks and uncertainties to businesses and developers in the planning process for complex proposals and major applications, through a development team made up of appropriate council services, which will ensure an integrated response to development proposals”.*
 - *“We will keep you informed of progress with your application so that no decision should take business by surprise”.*
- 3.6 Some examples of activities undertaken include the following:
- All applications and enquiries are allocated a case officer who ensure that the advice that they give is fair and accurate based on the information that they have in respect of material planning considerations and provide communication on progress of applications.
 - To support development proposals the team works closely with other council services to ensure that there is an integrated view of the proposal, a good example of this is the delivery of the Union Street Empty Shops Grant scheme which has drawn together staff from across relevant council services to support enquiries.

Review of Actions – City Centre

3.7 The Charter sets out three principles for this area as follows

- *“We will capitalise on the investments by the Council in the city’s tourism, culture and leisure sector, promoting the uniqueness of the city’s arts and culture offer”.*
- *“We will support, promote and encourage investment in business infrastructure, including property, housing, the city centre, roads, active travel and digital connectivity.”*
- *“We will help all business and investors find business premises by working with appropriate council services and Invest Aberdeen activity”*

3.8 Some examples of activities undertaken include the following:

- To support the Union Street Empty Shops Action Plan and join together the various ACC services leading on city-centre related policies, a virtual Union Street Cross-Service Working Group has been established. This will facilitate knowledge-sharing and enable a ‘bigger picture’ to be built of the situation on Union Street in terms of vacancy rates, property conditions, ongoing and planned works and developer interests.
- Invest Aberdeen has established a Regional Property Working Group with representatives with representatives from property agents and developers to ensure that we are aware of the availability of premises in the city.
- Through the Council’s external funding team, Council services are made aware of funding programmes that maybe of interest to their activities. In addition, via the Scottish Cities Alliance, the Council has been able to access a number of institutional investors and is at initial stages of exploring where there maybe areas of common interest, for example, energy transition.
- Through the Event 365 programme the Council and event partners have worked together to put on a variety of events in the city centre. These include, Spectra, attracting over 160,000 visits across four days, and Aberdeen’s Christmas events programme. The Council has staged major events such as the Tour of Britain in 2021 and 2022, and the European Pipe Band Championships in 2023. Finally, the council has been an active partner in Cruise Aberdeen encouraging cruise ship passengers to explore the city.

Review of Actions – Business Support

3.9 The Charter sets out six principles for this area as follows:

- We will ensure that local people are benefitting from the ambitious plans for our city by using our spending power in a tactical way, to prioritise economic recovery.
- We will provide advice to new businesses, with the support of Business Gateway, relating to the requirements of Environmental Health and Trading Standards legislation and support businesses through start-up, operation and expansion phases.

- We will continue to promote contract opportunities from all public sector spend to SMEs, including third sector organisations, through various events, which will be critical to economic recovery.
- We will support businesses to invest in Developing the Young Workforce by including training and community benefit clauses for major works, goods and services, by way of our purchasing power.
- We will endeavour to adhere to the principles set out in the construction Charter signed by the Council on 31 May 2018. The Council expects all construction contracts to achieve the highest standards in respect of employment status, health and safety, standards of work and training and understands the necessity of timely cashflow to our suppliers.
- We will endeavour to process all valid applications for licences as efficiently as possible and utilise delegated powers where legislation permits

3.10 Some examples of activities undertaken include the following:

- The Council is committed to ensuring that community benefit clauses are included in the major works, goods and services contracts. A dedicated project officer from the City Development and Regeneration Service supports contractors with the delivery of community benefits, identifying opportunities to deliver social value, such as work experience placements, apprenticeships and community timebank hours.
 - In the financial years 2021/22 and 2022/23 48 out of 51 regulated contracts included community benefit requirements. These included:
 - 931.5 hours of local community/third sector support
 - 226 jobs created (inc. apprenticeships)
 - 77 Work experience placements
 - 54 Environmental Wellbeing, Measures, Carbon Reduction, Fuel Poverty and Climate Literacy
- In 2022/23, through the Business Gateway Service the Council supported over 400 new businesses to begin trading the city and through it adviser team linked the businesses to relevant council services including licensing and trading standards.
- Advance publication of potential opportunities for contracts is published via Annual Procurement reports on the Aberdeen City Council website (two year forward plan), suppliers can also access the Council's contract register published on the website (updated monthly).
- To encourage local businesses to tender for council procurement opportunities we have held supplier information sessions and allocated a business adviser from the Business Gateway service to work with SMEs to develop their understanding and capacity and capabilities to tender for opportunities.

Lessons Learnt

3.11 These aims and principles as set out in the Business Charter, which were articulated in response to a period of economic crisis; provide the basis for the continued interaction between the Council and the city's businesses.

3.12 The positive comments from partners and businesses in respect of the virtual “cross services” working group established to support the delivery of the Union Street Empty Shops Grant suggests that this provides a model for the future development and delivery of the Business Charter

3.13 There are a number of public sector support organisations, for example Scottish Enterprise and, Skills Development Scotland that interact with businesses and the council should consider how we are able to join up with these partners to provide service offering that avoids the potential of confusing businesses in the city.

4. FINANCIAL IMPLICATIONS

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

5. LEGAL IMPLICATIONS

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

6. ENVIRONMENTAL IMPLICATIONS

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

7. RISK

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Strategic Risk	Failure to adopt the Business Charter will undermine confidence of the businesses in the city that the Council supports them.	The level of adoption and activities that are now “day to day “ practice are noted and monitored in the council’s service standard.	L	Yes
Compliance	No significant Risks Identified			N/A

Operational	Pressure on staff resources and availability reduces ability to meet the principles in the Charter.	The use of online and digital tools reduces the time requirements of staff	L	Yes
Financial	No significant risk identified			N/A
Reputational	Failure to deliver the Charter suggests that the Council do not support businesses.	Commitment to the Charter highlights the council's commitment and the link to service standards shows that it is being managed	L	Yes
Environment / Climate				Yes

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN 2023-2024</u>	
Impact of Report	
<p>Aberdeen City Council Policy Statement</p> <p><u>Working in Partnership for Aberdeen</u></p>	<p>The proposals in this report support the delivery of the Partnership's Policy Statement for a Prosperous City: Develop our economy in a genuine partnership with the private sector, third sector and residents.</p>
<u>Local Outcome Improvement Plan</u>	
<p>Prosperous Economy Stretch Outcomes</p>	<p>The proposals within this report support the delivery of LOIP a number of the stretch outcomes, but in particular numbers 1, 2 & 3.</p> <p>Through implementing the Business Charter, the council is expressing its willingness to support local businesses and seek ways to improve processes that allow businesses to meet their ambitions</p> <p>This will result in greater levels of employment and reduce levels of poverty.</p>

Regional and City Strategies	The proposal aligns with the Regional Economic Strategy in that it supports the development of businesses in key sectors and the development of an entrepreneurial region.
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9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	New Integrated Impact Assessment has been completed
Data Protection Impact Assessment	Not Required
Other	None

10. BACKGROUND PAPERS

- 10.1 Socio-Economic Rescue Plan 2020/2021 (COM/20/98) – Urgent Business Committee 30 June 2020

11. APPENDICES

- 11.1 Appendix 1 – Aberdeen City Council – Business Charter

12. REPORT AUTHOR CONTACT DETAILS

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Business Charter for Aberdeen City Council

June 2020

Introduction

This is a time of great uncertainty for businesses. The full impact of the Covid-19 pandemic on the wider economy is still unfolding and will continue to do so for some time. However it is already clear that the response by local government requires a different approach to any taken previously in the face of threats to the wellbeing of our City and its citizens.

Already we see that the impacts are wider and deeper – affecting all businesses, people and places across the city. The measures we take must therefore embrace a whole system approach to stimulate every aspect of our economy – learning, leadership, innovation, supply chains infrastructure investment, and environment.

A more inclusive approach will contribute to the aims of both the Regional Economic Strategy and the Local Outcome Improvement Plan, and will in turn benefit business and people.

The Council, and the wider public sector partners, have an important role to play in responding quickly to the immediate needs of businesses as they emerge from lockdown. This Charter sets out a clear and simple framework for the Council and businesses to adjust to a new economic reality.

Vision

Our collective vision is of a city that is central to UK and Scottish prosperity. Aberdeen is a place where all people can prosper and a great place to do business with renowned skills and expertise alongside a first-class cultural offer. We will continue to create opportunities for a strong and diverse company base that allows our people, of all ages, to flourish.



Business Charter

This clear vision can be achieved and sustained through lasting and meaningful partnership between the Council and business. For businesses wishing to actively support and develop this vision, the Council, in playing its part, sets out its Charter for Business and invites you to participate.

Our Charter expresses our support to businesses in Aberdeen:



Care

- We will support and connect you using our online services.



Accessible

- We will communicate with you, be approachable and listen to you.



Responsive

- We will be open and honest with you about what we can and can't do, and the reasons for this. We will aim to deliver the best services possible for you.



Empowered

- We will learn and improve from you.
- We will listen and act on your feedback, whether it's a complaint, comment or compliment.

Key Principles

We will deliver on our Charter by meeting the key principles of Planning and Infrastructure, our City Centre and Business Support:

Planning & Infrastructure

1. We will provide a dedicated project manager for all pre-applications and applications who will coordinate across council services, ensure the accuracy and fairness of all advice given, consistently record the outcomes of all pre-applications, consider all factors affecting an application and advise if further work is needed prior to giving final advice.
2. We will seek to minimise the risks and uncertainties to businesses and developers in the planning process for complex proposals and major applications, through a development team made up of appropriate council services, which will ensure an integrated response to development proposals.
3. We will keep you informed of progress with your application so that no decision should take business by surprise.

City Centre

4. We will capitalise on the investments by the Council in the city's tourism, culture and leisure sector, promoting the uniqueness of the city's arts and culture offer.
5. We will support, promote and encourage investment in business infrastructure, including property, housing, the city centre, roads, active travel and digital connectivity.
6. We will help all business and investors find business premises by working with appropriate council services and Invest Aberdeen activity.

Business Support

7. We will ensure that local people are benefitting from the ambitious plans for our city by using our spending power in a tactical way, to prioritise economic recovery.
8. We will provide advice to new businesses, with the support of Business Gateway, relating to the requirements of Environmental Health and Trading Standards legislation and support businesses through start-up, operation and expansion phases.
9. We will continue to promote contract opportunities from all public sector spend to SMEs, including third sector organisations, through various events, which will be critical to economic recovery.
10. We will support businesses to invest in Developing the Young Workforce by including training and community benefit clauses for major works, goods and services, by way of our purchasing power.
11. We will endeavour to adhere to the principles set out in the construction Charter signed by the Council on 31 May 2018. The Council expects all construction contracts to achieve the highest standards in respect of employment status, health and safety, standards of work and training and understands the necessity of timely cashflow to our suppliers.
12. We will endeavour to process all valid applications for licences as efficiently as possible and utilise delegated powers where legislation permits.



Your Pledge

To realise our vision and charter we need you to pledge your support:

Our People - employment standards and career development

1. Support our ambitions for Aberdeen City as a place where all people can prosper, ensuring that no one is left behind. You can do this by providing employment opportunities for those furthest removed from the labour market, where possible, and working with the Council through your corporate social responsibilities in supporting people into jobs.
2. Work with the Council in adopting the best employment standards which adhere to the principles of fair work and pay and join us in our Guaranteed Interview Pledge for all care experienced children.
3. Work with our schools in supporting young people, school leavers and career development by Developing our Young Workforce.

Our Place - quality, environmental standards and energy commitments

4. Provide us with good quality plans and supporting information about your proposals which are accurate, to the point and responds to the advice of relevant officers, as required by our regulatory processes.
5. Follow our guidance and procedures which are designed to ensure an efficient and fair process that allows us to determine planning applications as effectively as possible and in line with Development Management Customer Charter.
6. Ensure the use of processing agreements to allow planning applications to be efficiently project managed with clear time scales.
7. Support the Council in maintaining the public realm and supporting the upkeep of standards.
8. Demonstrate a commitment to reduce carbon emissions and energy consumption by supporting the Council's energy transition and its Net Zero Vision.

For more information please contact businessgrowthteam@aberdeencity.gov.uk



COMMITTEE	Finance and Resources Committee
DATE	13 th March 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Performance Management Framework Report – Commissioning, Resources and P&OD
REPORT NUMBER	COM/24/065
DIRECTOR	Gale Beattie
CHIEF OFFICER	Martin Murchie
REPORT AUTHOR	Alex Paterson
TERMS OF REFERENCE	2.1.3

1. PURPOSE OF REPORT

- 1.1 To present Committee with the status of key cluster performance measures and activity indicators relating to the Commissioning and Resources Functions and People and Organisational Development Cluster.

2. RECOMMENDATION

- 2.1 That the Committee note the report and provide comments and observations on the performance information contained in the report Appendix.

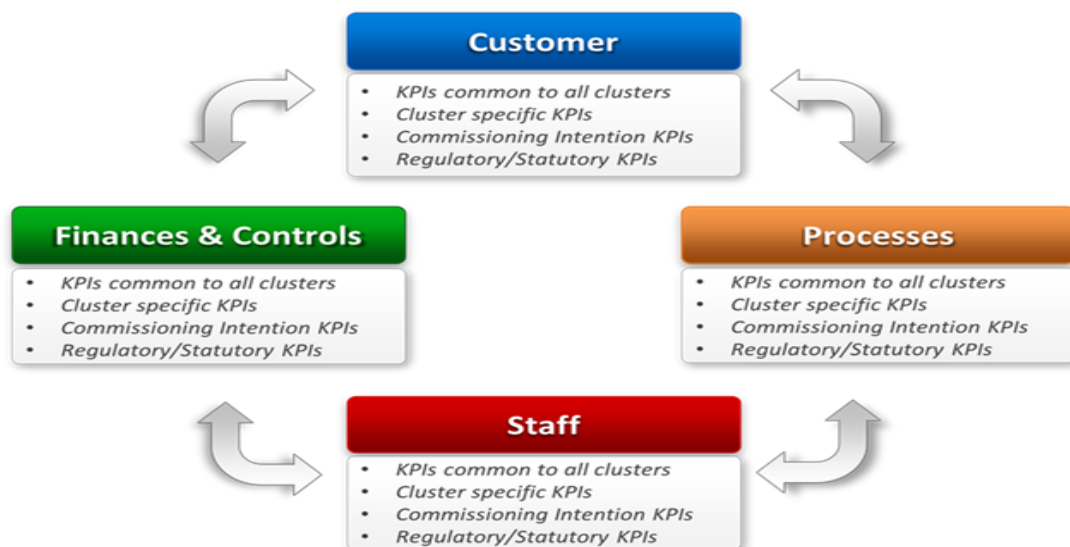
3. CURRENT SITUATION

Report Purpose

- 3.1 This report is to provide members with key performance measures in relation to the Commissioning and Resources functions as expressed within the 2023/24 Council Delivery Plan (the Plan)

Report Structure

- 3.2 Performance Management Framework Reporting against in-house delivery directly contributing to, or enabling delivery against, the City’s Local Outcome Improvement Plan, (LOIP) has informed development of successive Council Delivery Plans, including the [2023-24.Council Delivery Plan](#) that was agreed by Council on the 1st March 2023.
- 3.3 The Performance Management Framework provides for a consistent approach within which performance will be reported to Committees. This presents performance data and analysis within four core perspectives, as shown below, which provides for uniformity of performance reporting across Committee.







Report Content

- 3.4 Members are asked to note that the majority of measures reflected against in this report align with those Standards and corporate measures outlined in the 2023/24 Council Delivery Plan and Commissioning Intentions
- 3.5 A limited number of measures, including Statutory Performance Indicator (SPI) metrics and data from the recently released Scottish Local Government Benchmarking 2022/23 report retrospectively capture information linked to Service Standards and performance outcomes from 2022/23.
- 3.6 Where appropriate, hard and soft data capture against these Standards is incorporated within the suite of measures contained within Appendix A and is reported against on either a quarterly or annual basis, as highlighted.
- 3.7 This report, details performance up to the end of December 2023 or Quarter 3, and for 2022/23.

Performance Measures

- 3.8 Within the summary dashboard (Appendix A) the following symbols are used

Traffic Light Icon

-  On target or within 5% of target/benchmarked outcome
-  Within 5% and 20% of target/benchmarked outcome and being monitored
-  Below 20% of target/benchmarked outcome and being actively pursued
-  Data only – target not appropriate/benchmarked outcome not available

Children's Rights

The content of this report does not impact directly/indirectly on the rights of Children and young people.

4. FINANCIAL IMPLICATIONS

4.1 There are no direct financial implications arising out of this report.

5. LEGAL IMPLICATIONS

5.1 There are no direct legal implications arising out of this report.

6. ENVIRONMENTAL IMPLICATIONS

6.1 There are no environmental implications arising out of this report

7. RISK

7.1 The assessment of risk contained within the table below is considered to be consistent with the Council's Risk Appetite Statement"

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Strategic	None	NA	NA	NA
Compliance	No significant legal risks.	Publication of service performance information in the public domain ensures that the Council is meeting its legal obligations in the context of Best value reporting.	L	Yes
Operational	No significant operational risks.	Oversight by Elected Members of core employee health and safety/attendance data supports the Council's obligations as an employer	L	Yes
Financial	No significant financial risks.	Overview data on specific limited aspects of the cluster's financial performance is	L	Yes

		provided within this report		
Reputational	No significant reputational risks.	Reporting of service performance to Members and in the public domain serves to enhance the Council's reputation for transparency and accountability.	L	Yes
Environment / Climate	None	NA	NA	NA

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN</u>	
	Impact of Report
<p>Aberdeen City Council Partnership Agreement</p> <p>Improving Educational Choices</p> <p>Creating Better Learning Environments</p> <p>City Centre and Beach</p>	<p>The provision of information on cluster performance will support scrutiny of progress against the delivery of the following Agreement Statements:</p> <ul style="list-style-type: none"> - Work with the city's universities, North East Scotland College and businesses to increase educational and training options and the number of care experienced young people and young people from deprived communities, going onto positive destinations, including further and higher education, vocational training and apprenticeships. - Promote the number of apprenticeships on offer through the council. - Review and invest in our school estate, ensuring all of Aberdeen's schools are fit for the educational needs and the challenges of the 21st century. - Refresh our tourism and cultural strategies for the city. - Revitalise our beachfront, working with partners including Aberdeen FC with an aim to deliver new sports facilities and a new stadium, not using public funds except where collaborative working is mutually beneficial. - Expand the Beach Masterplan, extending the footprint from the River Dee to the River Don. - Bring forward plans to improve active travel links between the Castlegate and the beach.

<p>The Arts Matter</p>	<ul style="list-style-type: none"> - Continue to move the City Centre and Beach Masterplans forward, expanding it to include George Street and ensuring it remains current with annual reviews. <p>Our city should become distinguished by the range and depth of active creative expression and artistic enjoyment experienced by those who live here and by visitors. By supporting and working with cultural partners, we will ensure there is richness and diversity of arts activities.</p> <ul style="list-style-type: none"> - Work with partners to explore opportunities to develop heritage, museum and online services with a special emphasis on local history and stories of stories of our heritage.
<p>Building a Greener and Sustainable City</p>	<ul style="list-style-type: none"> - Declare a climate emergency. - Work with partners to deliver a just transition to net zero and plan to make Aberdeen a net-zero city by no later than 2037, and earlier if that is possible. - Support Aberdeen’s continued pioneering of Hydrogen technologies and make the case to bring alternatively powered rail services to the City. - Continue to reduce the carbon footprint of the council’s building estate and vehicle fleet and adopt an “environment first” approach to all new Council building projects, seeking to maximise the energy efficiency of, and minimise the carbon footprint of, new buildings - Delivering a revised Local Transport Strategy.
<p>Greener Transport, Safer Streets, Real Choices</p>	<ul style="list-style-type: none"> - Working with the Scottish Government and NESTRANS to improve the city’s bus network, including considering options for an Aberdeen Rapid Transit network, with the support of the Scottish Bus Fund, and consider options for council-run services in the city. - Improving cycle and active transport infrastructure, including by seeking to integrate safe, physically segregated cycle lanes in new road building projects and taking steps to ensure any proposal for resurfacing or other long-term investments consider options to improve cycle and active transport infrastructure.

<p>Homes for the Future</p> <p>A Prosperous City</p> <p>Empowering Aberdeen's Communities</p>	<ul style="list-style-type: none"> - Work with partners to produce a ten-year plan to increase the stock and variety of Council and social housing to meet the needs of Aberdeen's citizens and continue to deliver Council and social housing projects to tackle the Council house waiting lists and do everything in our power to end homelessness. - Develop our economy in a genuine partnership with the private sector, third sector and residents. - Campaign for Aberdeen to be the home of a new Green Freeport and ensure that fair work conditions and Net Zero ambitions are central to any bid. - Work with partners to stimulate sustainable economic development, including a managed transition to a carbon neutral economy and work in partnership with the academic, business and other relevant sectors to ensure the long-term future of the energy industry. - Seek to buy goods, services and food locally whenever possible, subject to complying with the law and public tendering requirements. - Work with communities to establish trusts, community enterprises, charities or other entities that support community empowerment and community wealth building. - Support people to engage with Community Asset Transfers throughout the process.
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[Aberdeen City Local Outcome Improvement Plan](#)

<p>Prosperous Economy</p> <p>1.No one will suffer due to poverty by 2026</p> <p>2. 400 unemployed Aberdeen City residents supported into Fair Work by 2026</p> <p>3. 500 Aberdeen City residents upskilled/reskilled to enable them to move into, and within economic opportunities as they arise by 2026</p>	<p>The activities reflected within this report support the delivery of LOIP Stretch Outcomes 1 and 2 through the following Aims.</p> <p>Outcome 1 Improvement Aims:</p> <p>Reduce by 50% the number of homes with an EPC rating of F or G by 2026</p> <p>Increase support for those who have been most disadvantaged through the pandemic by 2023</p> <p>Outcome 2 Improvement Aims:</p>
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	<p>Supporting fifty people to start a business in Aberdeen, migrating from or reducing reliance on benefits by 2023 and 100 by 2026</p> <p>Increase employer sign up to the Real Living Wage by 5% year on year to 2023 to achieve Real Living Wage City Status by 2026</p> <p>Support fifteen care experienced young people to progress to employment through public sector funded employability programmes by 2023.</p> <p>Support fifty people into sustainable, good quality employment by 2023 and 100 by 2026 (priority neighbourhoods and over 50s)</p> <p>Outcome 3 Improvement Aims</p> <p>Improve the overall impact of partnership wide community benefits through raising the number of community co-designed activities from 0 to 5 by 2023.</p> <p>By December 2022, increase by 10% the number of people who have digital access, and are comfortable using digital tools</p>
<p>Prosperous People</p> <p>6. As corporate parents we will ensure that 95% of care experienced children and young people will have the same levels of attainment in education, health and emotional wellbeing, and positive destinations as their peers by 2026</p> <p>7. 95% of children living in our priority neighbourhoods will sustain a positive destination on leaving school by 2026</p> <p>8. Child Friendly City where all decisions which impact on children are informed by them by 2026.</p>	<p>The delivery of services referred to within this report supports each of the Children & Young People Stretch Outcomes 6,7 and 8 in the LOIP.</p> <p>This includes the following Improvement Aims:</p> <p>Outcome 6 Improvement Aim</p> <p>Increase the number of care experienced young people accessing a positive and sustained destination by 25% by 2022.</p> <p>Outcome 7 Improvement Aim</p> <p>Increase the number of accredited courses directly associated with growth areas by 7% by 2023.</p> <p>Outcome 8 Improvement Aims</p> <p>Increase by 50% the number of communications which are accessible to children and young people by 2023.</p> <p>Increase to 100% the proportion of staff, working directly or indirectly with children, who have received Child Friendly City training</p>

<p>Prosperous Place Stretch Outcomes</p> <p>13. Addressing climate change by reducing Aberdeen’s carbon emissions by at least 61% by 2026 and adapting to the impacts of our changing climate.</p> <p>14. 38% of people walking and 5% of people cycling as main mode of travel by 2026.</p> <p>15 Addressing the nature crisis by protecting/managing 26% of Aberdeen’s area for nature by 2026.</p>	<p>The report reflects on activity which contributes to Stretch Outcomes 13,14 and 15:</p> <p>Outcome 13 Improvement Aims</p> <p>Reduce public sector carbon emissions by at least 7% by 2023.</p> <p>Reduce the generation of waste in Aberdeen by 8% by 2023.</p> <p>Community led resilience plans in place for areas most vulnerable to flooding by 2023, leading to plans for all areas of Aberdeen by 2026.</p> <p>Outcome 14 Improvement Aims</p> <p>Increase % of people who walk as one mode of travel to 10% by 2023.</p> <p>Increase % of people who cycle as one mode of travel by 2% by 2023.</p> <p>Outcome 15 Improvement Aims</p> <p>Increase by a minimum of eight the number of community run green spaces that are self-managed for people and nature by 2023</p> <p>Number of organisations across Aberdeen pledging to manage at least 10% of their land for nature by 2023, and 26% by 2026</p>
<p>Regional and City Strategies</p>	<p>The report reflects outcomes aligned to the Regional Economic Strategy, Local and Regional Transport Strategies and Regional Skills Strategy, along with Local and Strategic Development Plans</p>

9. IMPACT ASSESSMENTS

Assessment	Outcome
<p>Integrated Impact Assessment</p>	<p>It was confirmed by Chief Officer, Martin Murchie, on 8th February 2024 that no Integrated Impact Assessment is required for this report</p>
<p>Data Protection Impact Assessment</p>	<p>A Data Protection Impact Assessment is not required for this report.</p>
<p>Other</p>	<p>No additional impact assessments have been completed for this report.</p>

10. BACKGROUND PAPERS

11. APPENDICES

Appendix A – Finance and Resources Performance Summary Scorecard

12. REPORT AUTHOR CONTACT DETAILS

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Appendix A - Performance Management Framework Report, March 2024 – Commissioning and Resources Functions, and People and Organisational Development Cluster

COMMISSIONING FUNCTION


CITY GROWTH CLUSTER

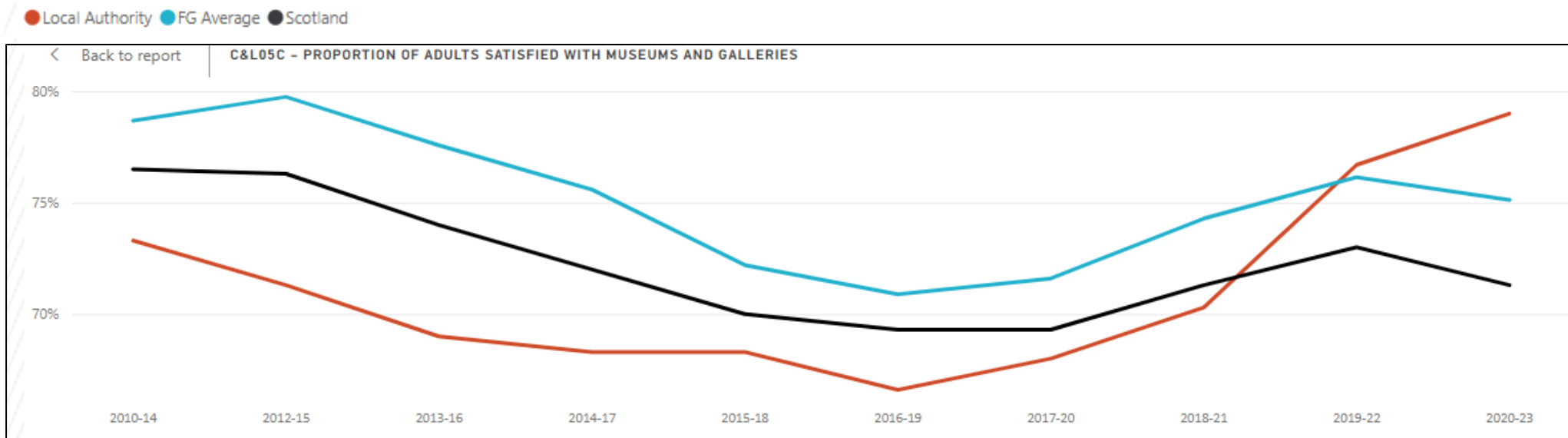
1. Customer

Corporate Measures – Cluster Level

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Quarterly Status	2023/24 Target	Long Trend Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – City Growth	3	2	0	3			
% of complaints resolved within timescale stage 1 and 2) – City Growth	100%	100%	N/A	66.7%		75%	
% of complaints with at least one point upheld (stage 1 and 2) – City Growth	33.3%	0%	N/A	0%			
Total No. of lessons learnt identified (stage 1 and 2) – City Growth	1	0	N/A	0			

Cluster Level 2022/23 Annual Measures (Local Government Benchmarking Framework)

Performance Indicator	2020/21	2021/22	2022/23	Status	National 2022/23 Value
	Value	Value	Value		
The proportion of adults satisfied with local Museums and Galleries services (3 year rolling figure)	70.3%	76.7%	79.0%		71.3%




Service Commentary

Satisfaction levels with Museum and Galleries services has risen for the fourth consecutive year, with a second year where Aberdeen City results exceed the national figures and an extending positive gap to both Scotland and Family Group averages

2. Processes

Service Level Measures – Museums and Galleries

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Long Trend - Quarterly
	Value	Value	Value	Value	
Number of total visits/attendances at museums and galleries *	337,162	330,788	371,887	325,654	↓
Number of virtual visits/attendances at museums and galleries	256,358	252,017	264,184	264,581	↑

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Long Trend - Quarterly
	Value	Value	Value	Value	
Number of visits at museums and galleries that were in person	78,720	77,264	107,212	59,193	


* Includes outreach/enquiries and events-based visits not captured separately in the above table,

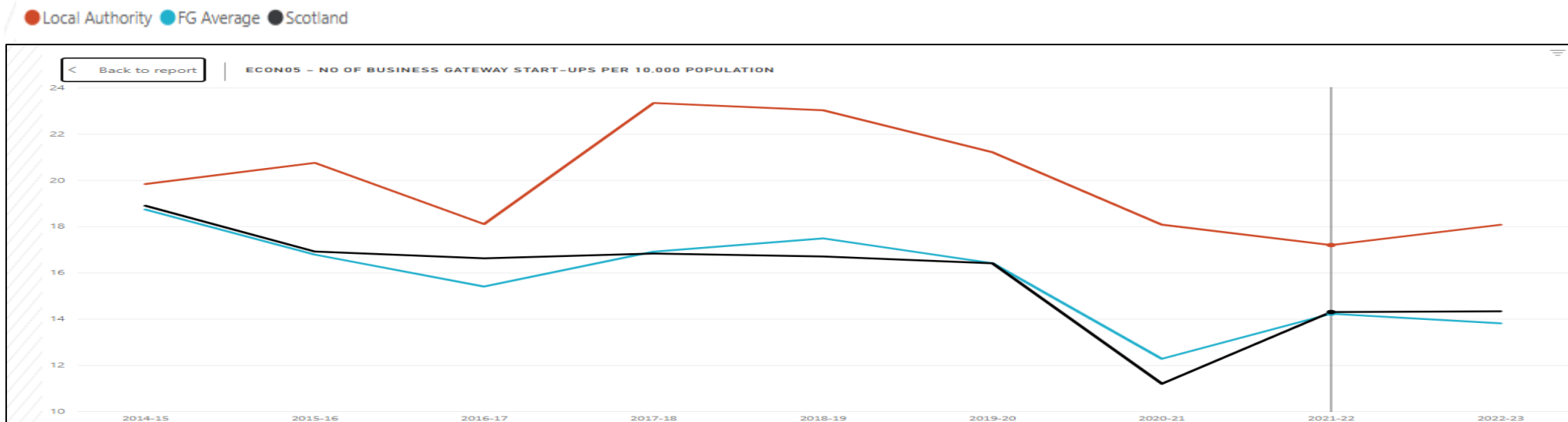
Service Commentary

As noted in the report to the January meeting of this Committee, an element of seasonality is reflected in the quarterly direction of travel of visits in person with a consistent pattern of slowing of visits over the course of Autumn and Winter seasons. The Quarter 3 outcome also needs to be considered in the context that Q2 visits were the highest recorded on a quarterly basis to date.

At the same time, the year-to-date position is considerably in advance of each of the previous years for which comparable data is available and, at year end, is forecast to be close to, or exceed, the previous high for the number of visits to Museums and Galleries provision in total (1.3m in 2016-17), the figure for visits in person in 2021/22 which was the highest annual outcome recorded for this measure, and closely match the more than 1 million Virtual Visits achieved in both of the previous years.

Cluster Level 2022/23 Annual Measures (Local Government Benchmarking Framework)

Performance Indicator	2020/21	2021/22	2022/23	Status	National 2022/23 Value
	Value	Value	Value		
Number of Business Gateway Start-ups per 10,000 of population	18.1	17.2	18.1		14.3



Service Commentary

The number of Business Gateway Start-ups in 2022/23 was 441, higher than either of the previous years but lower than in the 2019/20 baseline year (485) The measure itself, shows year-on-year improvement and an outcome that is similar to that in 2020/21 which is marginally lower than in 2019/20 when the figure was 21.1%. This mirrors the national trend but with Aberdeen City’s performance being stronger than the Scotland and Family Group outcomes throughout this period. In 2022/23, the national outcome was 14.3 and the Family Group average was 13.8

Aberdeen City retains its relative position in the upper two quartiles of performance in comparison with all 32 Scottish Local Authorities and has extended the advantage in comparison with each of its Large Urban Authorities (Dundee, (14.8) Edinburgh (6.7) and Glasgow (8.0)

3. Staff

Corporate Measures – Cluster Level

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – City Growth	0	0	0	0		
H&S Employee Non-Reportable by Cluster – City Growth	2	0	1	1		

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Corporate Figure Quarter 3	Long Trend - Monthly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – City Growth	1	1.2	1.6	2.1		9.4	
Establishment actual FTE – City Growth	165.9	174.1	154.3	142.8			

4. Finance & Controls

Corporate Measures – Cluster Level

Performance Indicator	Quarter 4 2022/23		Quarter 1 2023/24		Quarter 2 2023/24		Quarter 3	
	Value	Value	Value	Status	Value	Status	Value	Status
Staff Expenditure – % spend to full year budget profile – City Growth	99.7%		35.1%		68.5%		107%	


Service Commentary

The City Growth Cluster employs a substantial number of staff, particularly in Employability, Business Support and Economic Recovery teams, who are project funded from the Scottish Government and other external funding sources, where the costs involved are claimed retrospectively on a quarterly or annual basis, so timing of these claims (and reimbursement timescales) heavily influences Year-to-Date outcomes.

This pattern of ‘front-loading’ of staff expenditure is one which is prevalent across all local authority economic development functions, the impact of which varies depending on the extent to which these authorities are able to develop ‘additionality’ in their delivery programmes and attract inwards investment from external funding streams in support of this activity.

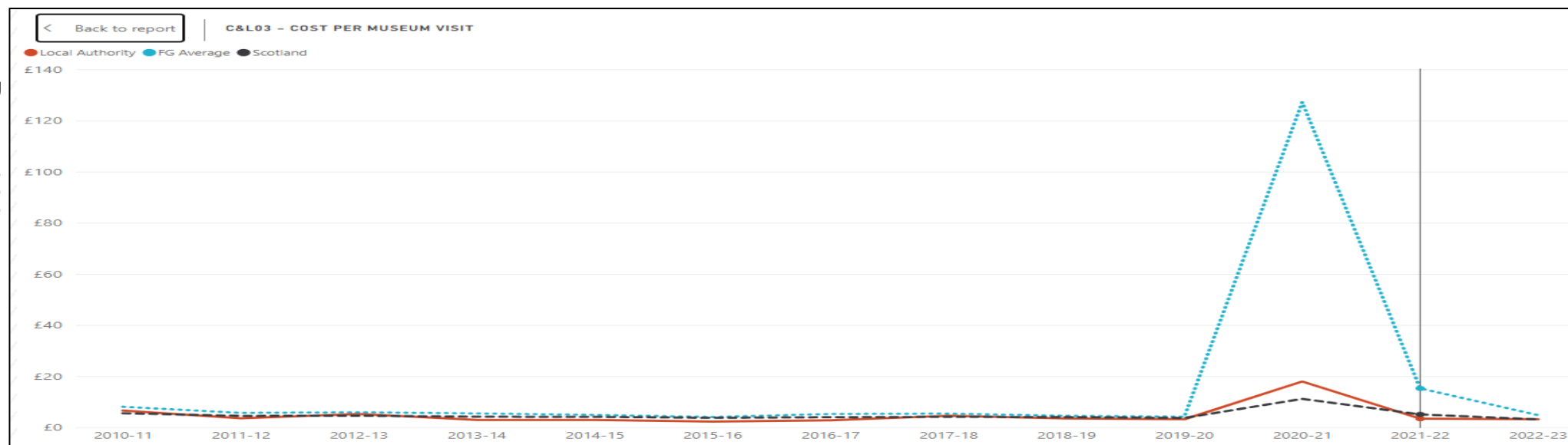
As at financial period 9, 33 FTE posts were encompassed within the description above which equated to just over 24% of the total Cluster employee profile. These services, and Cluster management, keep in close contact with Finance colleagues around this issue to ensure that the budgets remain on track for the projected year-end out-turns.

Cluster Level 2022/23 Annual Measures (Local Government Benchmarking Framework)

Performance Indicator	2020/21*	2021/22	2022/23	Status	National 2022/23 Value
	Value	Value	Value		
The cost per visit to Museums and Galleries	£17.92	£3.34	£3.13		£3.07

* Data from 2020/21 was materially impacted by the significant restrictions placed on Museum and Galleries venues nationally and locally across this fiscal period

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Service Commentary





Aberdeen City Council's Cost per Visit measure shows a small year-on-year improvement compared to 2021/22. The number of visits increased from 1.19m in 2021/22 to 1.33m in 2022/23 with a £223,000 increase in expenditure.

The result is amongst the lowest spend per visit levels within the Family Group and well below the FG Average of £4.76. Aberdeen City retains its Quartile 2 position for all Scottish Local Authorities with a spend that is lower than two of its Large Urban comparators and expenditure per visit similar to Dundee City.

STRATEGIC PLACE PLANNING CLUSTER

5. Customer





Corporate Measures – Cluster Level

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Quarterly Status	2023/24 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – Strategic Place Planning	1	3	4	6			↓
% of complaints resolved within timescale stage 1 and 2) – Strategic Place Planning	100%	66.7%	75%	50.0%		75%	↓
% of complaints with at least one point upheld (stage 1 and 2) – Strategic Place Planning	0	66.7%	25%	16.7%			↑
Total No. of lessons learnt identified (stage 1 and 2) – Strategic Place Planning	0	0	1	0			

Service Commentary



Complaint response times are often slowed towards the end of Quarter 3, particularly where complaints are received immediately prior to the festive period commencing. There is no accommodation within the national measure for periods where Council services, and the availability of officers, are impacted by periods of restricted services during this period.

Cluster Level Service Standards

Performance Measure	Current Status
We will, on average, determine householder planning applications within 10 weeks	
We will, on average, determine non-householder planning applications within 11 weeks	
We will respond to building warrant applications within 20 working days	
We will respond to building warrant approvals within 10 working days	

6. Processes

Service Level Activity Indicator – Planning Development Management and Building Standards Applications

Activity Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Long Trend- Quarterly
	Value	Value	Value	Value	
Number of Development Management Applications received	331	329	312	326	
Number of Building Standards Applications received	354	381	347	317	

Service Commentary

Development Management Applications

Quarter 3 applications are slightly higher than in the previous quarter with a sustained trend of recovery in the level of demand activity around Development Management applications. The year-to-date number of applications processed is above those in 2022/23 with a long-term trend of increased applications and processing.

Building Standards Applications

Application levels in Quarter 3 were similar to the majority of prior years, although both the cumulative and long-term trends show a decline in activity in comparison with three of the four prior years, only exceeding the figures recorded against 2020/21, at the peak of the pandemic.

Cluster Level 2023/24 Service Standards Related Measures (Development Planning) – National Planning Performance Framework

Performance Indicator	Quarter 3 2022/23	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Status*	Long Trend-Quarterly	National Quarter 2 2023/24 Figure
	Value	Value	Value	Value			
Average Determination Times of All Local Development Planning Applications in Weeks (Applications) *	10.7 (107)	8.4 (130)	9.6 (135)	9.4 (122)			11.1
Average Determination Times of Non-Householder Local Development Planning Applications in Weeks (Applications) *	12.7 (57)	9.4 (56)	10.7 (73)	10.2 (69)			14.1
Average Determination Times of Householder Local Development Planning Applications In Weeks (Applications)*	7.6 (74)	8.5 (50)	8.3 (62)	8.4 (53)			8.2

* Excludes applications subject to a processing agreement (see table below) Status is defined by comparison with both National figures and Service Standards (rows highlighted)

Service Commentary

As at Quarter 2, both of the local Service Standards were met with 100% of Non-Householder and Householder Local Development Planning Applications being delivered within 11 and 10 weeks, respectively. The long trends for each of the measures are demonstrating improving performance.

Service Measures (Development Planning) – National Planning Performance Framework

Performance Indicator *	Quarter 3 2022/23	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Status**	Long Trend-Quarterly	National Quarter 2 2023/24 Figure
	Value	Value	Value	Value			
Percentage of Local Development applications determined within 2 months (Applications) **	72% (107)	81.5%(130)	80.0%(135)	72.1%(122)			63.2%

Performance Indicator *	Quarter 3 2022/23	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Status**	Long Trend-Quarterly	National Quarter 2 2023/24 Figure
	Value	Value	Value	Value			
Percentage of local (non-householder) applications determined within 2 months (Applications) **	59.6% (57)	80.4% (56)	74.0% (73)	69.4% (69)			50.8%
Percentage of local (householder) applications determined within 2 months (Applications) **	86% (50)	82.4% (74)	100% (62)	75.5% (53)			76.5%

**Excludes applications subject to a processing agreement (see table below) Status is defined by comparison with National figures. Data around the percentage of Major Applications and Business & Industry Applications processed within 2 months are recorded and reported on an annual basis due to the limited numbers of applications within these category on a quarterly basis.

Performance Indicator	Quarter 3 2022/23	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Status	Long Trend - Quarterly	National Quarter 2 2023/24 Figure
	Value	Value	Value	Value			
Percentage (and Number of decisions) of Application Processing Agreements agreed within timescale – Local Developments	100% (41)	97.2% (36)	100% (37)	100% (51)			69.7%
Percentage (and Number of decisions) of Application Processing Agreements agreed within timescale – Major Developments	NA	NA	NA	NA	NA	NA	57.1%

Metric Descriptor

Information on the formal status of the above standards and measures is updated twice yearly on publication of data relating to the national Planning Performance Framework. The latest of these publications, covering Quarters 1 and 2, 2023/24 was published on 14th February 2024.

Service Commentary

Planning Determination Times

Planning determination times within 2 months have reduced marginally in Quarter 2. This is consistent with the national and ‘seasonal variation trends’ across each of the measures. The 12 month rolling data indicates that non-householder and householder determination times within 2 months for the period to September 2023 were 70.8% and 86.0%. At the same point in 2022/23, the figures were 69.3% and 84.3%.

Each of the quarterly and 12 month rolling figures are consistently ahead of the national outcomes, although the figures for Householder Applications in Quarter 2 are closer to the Scotland level than in previous quarters.

Processing Agreements

The % of Processing Agreements agreed within timescale has reverted to the levels of quarterly consistency and outcomes that were commonly experienced in pre-COVID years, after seeing a marginal fall-off (an average reduction of -2 to 3%) in the post pandemic years. As with Planning Determination times, the 12-month rolling outcome to September 2023 (99.3%) was above the same period in 2022 (96.9%) and is better than both Scotland quarterly, and 12-month data

Cluster Level 2023/24 Service Standard Measures (Building Standards) – Quarterly Measures

Activity Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Quarterly Status	Long Trend- Quarterly
	Value	Value	Value	Value		
% of building standards applications responded to within 20 working days	95.5%	97%	97%	99%		
% of building warrant approvals responded to within 10 working days	79%	80%	85%	83%		

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7. Staff

Corporate Measures – Cluster Level

Performance Measure	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – Strategic Place Planning	0	0	0	0		
H&S Employee Non-Reportable by Cluster – Strategic Place Planning	0	1	0	0		

Performance Measure	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Corporate Figure Quarter 3	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – Strategic Place Planning	1.1	1.2	1.4	1.8		9.4	
Establishment actual FTE – Strategic Place Planning	93.86	92.3	94.1	94.3			

8. Finance & Controls

Corporate Measures – Cluster Level

Performance Measure	Quarter 4 2022/23		Quarter 1 2023/24		Quarter 2 2023/24		Quarter 3 2023/24	
	Value	Status	Value	Status	Value	Status		
Staff Expenditure – Spend to full year budget profile – Strategic Place Planning	101%		23.9%		47.9%		76.6%	

Service Level Activity Indicator

Activity Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status
	Value	Value	Value	Value	
% of budgeted income received from Planning Application fees YTD *	77.8%	26.1%	47.8%	93.6%	
% of budgeted income received from Building Warrant fees YTD	93.5%	17.3%	37.8%	53.6%	

*Excludes fees generated from Pre-Application and Conditions processing activity. As at 31st December 2023, the value of this activity was £40.080 from 176 applications.

Service Commentary

As reflected to the previous meeting of this Committee, the circumstances around budgeted income from Building Warrant fees are a result of various demand factors, including the extent to which the 'exercising' of previous successful Building Warrant applications, and the demand for new Warrants, has been impacted by cost-of-living pressures, inflationary construction costs and the accessibility of trades services. This is being evidenced in a fall in Building Warrants application activity, Planning Development income, to the contrary, is robust, with a rising trend in applications and values which suggest a level of anticipation among larger developers that, given the more extended timescales between application and commencement/completion of planning developments, there will be an easing of the 'economic bottlenecks' that are influencing Building Warrants, in the medium term

GOVERNANCE CLUSTER

Corporate Measures -Service Level

9. Customer

Performance Measure	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Quarterly Status	2023/24 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – Governance	1	2	3	2			
% of complaints resolved within timescale stage 1 and 2) – Governance	100%	50%	100%	100%		75%	
% of complaints with at least one point upheld (stage 1 and 2) – Governance	0%	0%	0%	0%			
Total No. of lessons learnt identified (stage 1 and 2) – Governance	0	1	0	0			

10. Processes

Cluster Level 2023/24 Service Standards – Quarterly Measures

Performance Measure	Current Status
.% of requests for review acknowledged within 14 days (Local Review Body)	
% of Civic licensing complaints acknowledged within 24 hours.	

% of Civic licensing complaints investigated within 10 days	
School Placing and Exclusion requests – hearings heard within 28 days of request	
% of Civic Licence Applications determined within 9 months of a valid application	
% of Hearings to determine a Premises Licence application or Variation application within 119 days of the last date for representations.	
% of Decision Letters for alcohol applications issued within 7 days of Board meeting	
Personal Licence issued within 28 days of date of grant	

11. Staff

Corporate Measures - Service Level

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Performance Measure	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – Governance	0	0	0	0		
H&S Employee Non-Reportable by Cluster – Governance	0	0	0	0		

Performance Measure	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Corporate Figure Quarter 3	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost to absence per FTE (12 month rolling figure) – Governance	0.8	1.7	2.4	2.7		9.4	
Establishment actual FTE – Governance	59.5	59.1	59.9	58.5			





Service Commentary

An element of caution requires to be applied around interpretation of the trend data relating to increases in absence data around those services with a smaller FTE complements as a minimal number of medium to long term absences can materially affect the average working days lost at Service levels.

Absence levels across services, and at a corporate level, is closely monitored by the Council's Director led Performance Board and by individual Senior Management Teams within each service.







12. Finance and Controls

Corporate Measures – Service Level

Performance Indicator	Quarter 4 2022/23		Quarter 1 2023/24		Quarter 2 2023/23		Quarter 3 2023/23	
	Value	Status	Value	Status	Value	Status	Value	Status
Staff Expenditure – % spend to full year budget profile – Governance	95.8%		24.6%		49.2%		78.7%	






COMMERCIAL AND PROCUREMENT CLUSTER

13. Customer


Performance Measure	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Quarterly Status	2023/24 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – C&P	0	0	0	0			
% of complaints resolved within timescale stage 1 and 2) – C&P	NA	NA	NA	NA	NA	75%	
% of complaints with at least one point upheld (stage 1 and 2) – C&P	NA	NA	NA	NA			
Total No. of lessons learnt identified (stage 1 and 2) – C&P	NA	NA	NA	NA			

14. Processes

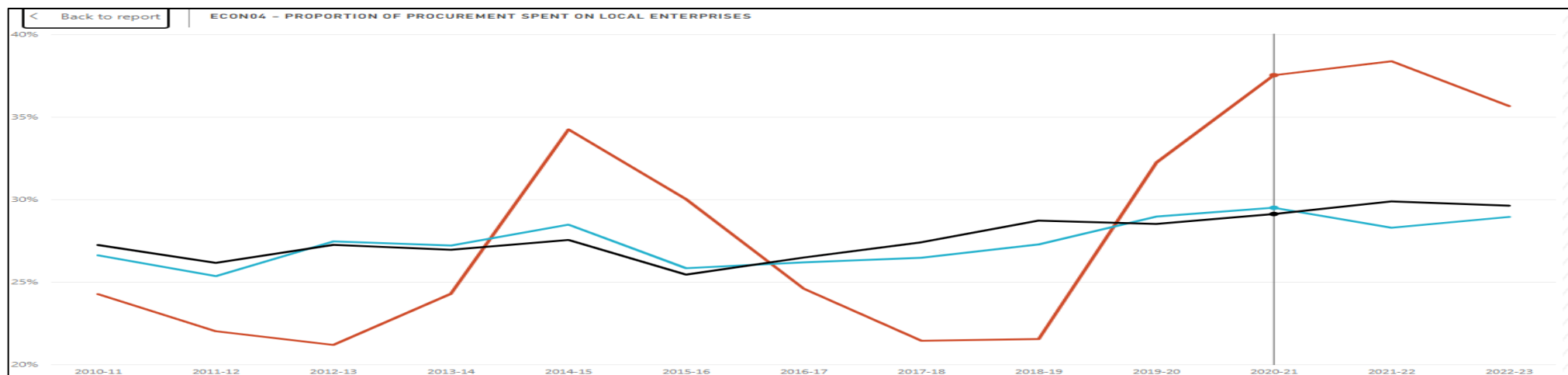
Cluster Level Measures – 2023/24 Service Standards

Performance Measure	Status
We will ensure demand management is embedded for all revenue contracts above £50K contracts at strategy stage and throughout life of contract to ensure that the quantity and specification of goods and services match, but do not exceed, the actual needs of the Council.	
We will enable access to all internal procedural procurement information online.	
We will publish annual contract pipelines for each fiscal year online after the Council Budget is set.	
We will ensure that all contracts above £50K in value can be tracked to show community, local economic and environmental benefits.	
We will ensure that all contracts above £50K have standard clauses to require providers to demonstrate commitments towards carbon reduction and efficiency.	

Cluster Level 2022/23 Annual Measures (Local Government Benchmarking Framework)

Performance Indicator	2020/21	2021/22	2022/23	Status	National 2022/23 Value
	Value	Value	Value		
% of Council procurement expenditure spent on local enterprises	37.5%	38.4%	35.7%		29.6%

 Local Authority  FG Average  Scotland



Service Commentary

Despite a small decline in outcome from 2021/22, Aberdeen City Council’s level of expenditure with local enterprises remains significantly above the Scotland level and the Family Group Average whilst retaining its position in the upper quartile of performance when compared with all 32 Scottish Local Authorities, In this period, the value of overall spend with suppliers increased and the spend with local SME’s increased from 19% to 23%.

15, Staff

Corporate Measures - Service Level

Performance Measure	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – C&P	0	0	0	0		
H&S Employee Non-Reportable by Cluster – C&P	0	0	0	0		

Performance Measure	Quarter 3 2022/23	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 3 2023/24	Status	Corporate Figure Quarter 3	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – C&P	0.5	0.5	0.8	1.5		9.4	
Establishment actual FTE – C&P	45.1	44.35	45.1	44.2			

16. Finance and Controls

Corporate Measures – Service Level

Performance Indicator	Quarter 4 2022/23		Quarter 1 2023/24		Quarter 2 2023/24		Quarter 3 2023/24	
	Value	Status	Value	Status	Value	Status	Value	Status
Staff Expenditure – % spend to full year budget profile – C&P	96.6%		32.2%		58.9%		88.8%	

Service Commentary

Reported data does not take account of subsequent re-charges into and out of the Staff Expenditure budget line which may result in revisions to the projected trajectory to year-end financial forecasts as each periodic re-charge exercise is concluded

As noted at the January meeting of this Committee, Aberdeen City Council acts as a ‘lead employer’ in the context of the shared procurement network with Aberdeenshire and Highland Council’s and proportional re-charges of Staff Expenditure to these authorities are confirmed and levied at the conclusion of the fiscal year.

DATA AND INSIGHTS CLUSTER

17. Customer

Performance Measure	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Quarterly Status	2023/24 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – D&I	0	0	0	0			

% of complaints resolved within timescale stage 1 and 2) – D&I	NA	NA	NA	NA	NA	75%	
% of complaints with at least one point upheld (stage 1 and 2) – D&I	NA	NA	NA	NA			
Total No. of lessons learnt identified (stage 1 and 2) – D&I	NA	NA	NA	NA			

18. Processes

Performance Measure	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
% Reported Data Protection incidents receiving an initial response within 24 business hours	100%	100%	100%	100%		

19. Staff

Performance Measure	Quarter 3 2022/23	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – D&I	0	0	0	0		
H&S Employee Non-Reportable by Cluster – D&I	0	0	0	0		

Performance Measure	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Corporate Figure Quarter 3	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – D&I	1.4	1.7	1.7	2.1		9.4	
Establishment actual FTE – D&I	33	32.49	32.49	32.49			

20. Finance and Controls

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24
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	Value	Status	Value	Status	Value	Status	Value	Status
Staff Costs - % Spend to Full Year Budget Profile	97.6%		23.7%		44.6%		74.5%	

RESOURCES FUNCTION

FINANCE CLUSTER

21. Customer


Corporate Measures – Cluster Level

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Quarterly Status	2023/24 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – Finance	2	3	2	0			
% of complaints resolved within timescale stage 1 and 2) – Finance	100%	66.7%	100%	NA		75%	
% of complaints with at least one point upheld (stage 1 and 2) – Finance	50%	0%	0%	NA			
Total No. of lessons learnt identified (stage 1 and 2) – Finance	1	1	2	NA			


22. Processes

Cluster Level 2023/24 Service Standards – Quarterly Measures

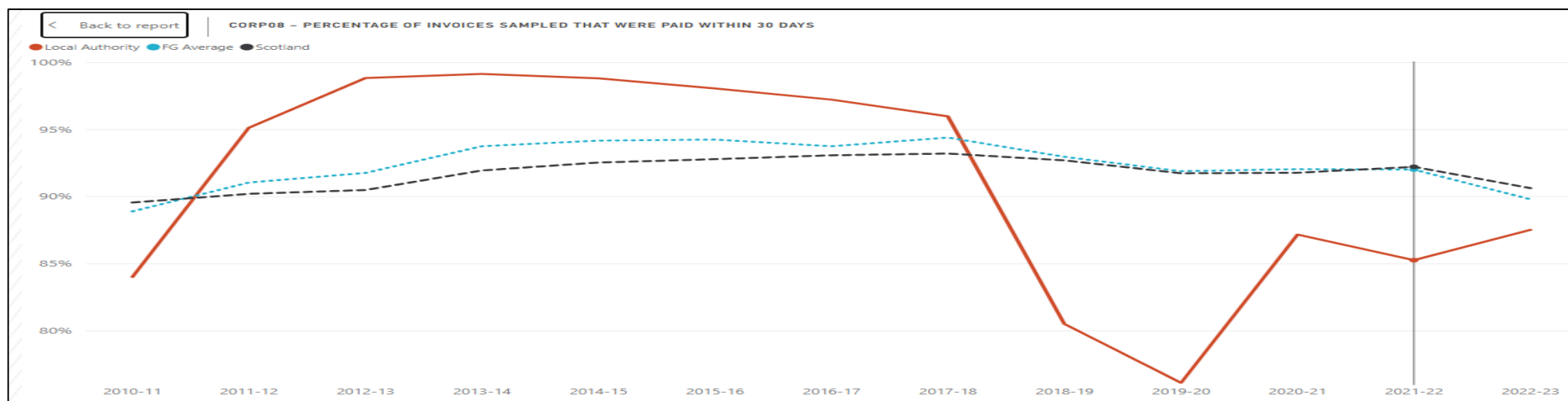
Performance Measures	Current Status
% of care income assessments processed within 28 days from receipt of all Care Management information	
% of sampled creditor invoices paid within 30 days of receipt	

% of budget holder meetings provided in accordance with the risk schedule.	

Cluster Level 2022/23 Annual Measures (Statutory Performance Indicators)

Performance Indicator	2020-21	2021-22	2022-23	Status	2022-23 National Figure
	Value	Value	Value		
% of invoices sampled that were paid within 30 days	87.15%	85.2%	87.5%		90.6%

Local Authority FG Average Scotland



Service Commentary

The proportion of sampled invoices that were paid within 30 days has risen in each of the three years since 2019-20, although Aberdeen City Council currently sits marginally below the national outcome of 90.6% but with a closing trend to the Scotland figure.

The number of invoices received and sampled has increased over this timescale. In 2019/20 around 177,000 invoices were sampled, compared to over 200,000 in 2022/23 with the growth in sampling, providing enhanced accuracy. These numbers were above that of the majority of comparators as at the most recent data point.

The current data (to December 2023) records a year-to-date outcome of 92.5% with an improving quarterly trend and a forecast of an end of year outcome of over 90% in the 2023-24 fiscal period, with the potential that further closing to the Scotland figure will be achievable.

23. Staff

Corporate Measures – Cluster Level

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – Finance	0	0	0	0		
H&S Employee Non-Reportable by Cluster – Finance	0	0	0	0		

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Corporate Figure Quarter 2	Long Trend - Monthly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – Finance	0.3	0.3	0.4	0.4		9.4	
Establishment actual FTE – Finance	92.16	93.75	93.86	92.39			

24. Finance & Controls

Corporate Measures – Cluster Level

Performance Indicator	Quarter 4 2022/23		Quarter 1 2023/24		Quarter 2 2023/24		Quarter 3 2023/24	
	Value	Status	Value	Status	Value	Status	Value	Status
Staff Expenditure – % spend to full year budget profile – Finance	99.1%		23.8%		47.7%		76.1%	

CAPITAL CLUSTER

25.Customer

Corporate Measures – Service Level

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Quarterly Status	2023/24 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – Capital	2	1	9	16			
% of complaints resolved within timescale stage 1 and 2) – Capital	100%	0%	66.67%	68.75%		75%	
% of complaints with at least one point upheld (stage 1 and 2) – Capital	0%	100%	33.3%	18.75%			
Total No. of lessons learnt identified (stage 1 and 2) – Capital	0	0	3	0			

Service Commentary

Although there was an increase in the number of complaints received in Quarter 3 (which led to response times falling short of the target), a significant proportion of this increase resulted in outcomes where the complaint was not upheld, The proportion of complaints which had at least one point upheld was amongst the lowest of all services across the Council for this period and below the corporate figure of 34.0%.

26.Processes

Service Commentary

Performance and progress related to delivery against Capital projects is directly captured within a separate report within the remit of this Committee.

Cluster Level 2022/23 Annual Measures (Statutory Performance Indicators)

Performance Indicator	2020/21	2021/22	2022/23	Status	Long Trend - Annual
	Value	Value	Value		
Number of affordable homes delivered in the year to date	461	283	489		

Service Commentary

Increasing the supply of affordable housing continues to be delivered across the city which includes both Aberdeen City Council new build and our Registered Social Landlord (RSL) partners. In 2022/23, 278 new build social rent units were provided at the Summerhill and Auchmill Road sites, with a further 109 premises being returned to the Council housing estate through the buy-back route.

The current programmes of affordable housing build at Kincorth and Craighill, as reported to previous meetings of this Committee, are progressing in line with expectations and will deliver further completions over the course of 2023-24 and 2024-25

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27. Staff

Corporate Measures – Cluster Level

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Quarterly Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – Capital	0	0	0	0		
H&S Employee Non-Reportable by Cluster – Capital	0	0	0	0		

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Corporate Figure Quarter 2	Long Trend - Monthly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – Capital	3.0	3.8	3.0	2.8		9.4	
Establishment actual FTE – Capital	66.4	64.84	64.67	64.22			

28.Finance & Controls

Corporate Measures - Service Level


Performance Indicator	Quarter 4 2022/23		Quarter 1 2023/24		Quarter 2 2023/24		Quarter 3 2023/24	
	Value	Status	Value	Status	Value	Status	Value	Status
Staff Expenditure – % spend to full year budget profile – Capital	80.3%		18.6%		34.8%		56.1%	

CORPORATE LANDLORD CLUSTER

29.Customer

Corporate Measures - Service Level

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Quarterly Status	2023/24 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – Corporate Landlord	7	12	6	11			
% of complaints resolved within timescale stage 1 and 2) – Corporate Landlord	28.6%	33.3%	16.7%	81.1%		75%	
% of complaints with at least one point upheld (stage 1 and 2) – Corporate Landlord	14.3%	33.3%	33.3%	45.5%			

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Quarterly Status	2023/24 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. of lessons learnt identified (stage 1 and 2) – Corporate Landlord	0	1	0	0			


Service Commentary

The Corporate Landlord cluster, in common with those services which have a substantive contract management function, experience a greater number and proportion of complaints relating to the performance of contractor teams than the delivery of service by Aberdeen City Council directly. This can significantly influence and create fluctuations in quarterly resolution times as responses from contractors can be delayed.

30.Processes

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Cluster Level 2022/23 Annual Measures (National Performance Indicators)

Performance Indicator	2020-21	2021-22	2022-23	Status	2022-23 National Figure
	Value	Value	Value		
% of City schools which are evaluated as being in Good (A) or Satisfactory (B) condition	98.4%	98.4%	96.7%		90.7%

Service Commentary

In 2022/23, 59 out of 61 evaluated school premises were rated as Good or Satisfactory for condition with 18 schools being rated Good (29.5%) and 41 (67.2%) graded as being Satisfactory condition based on the most recent condition surveys. 2 school premises were graded as Poor (St Peters RC School and Hazlehead Academy) and no schools were graded as being in Bad condition.

Aberdeen City Council’s school estate has consistently been graded more highly for the combined Good and Satisfactory measure than the national outcome over an extended timescale, although as a result of an updated condition survey of Hazlehead Academy in Autumn of 2022 (which saw a reduction in grading from B to C) the high-level figure has fallen marginally.

The school estate reports recently considered at this Committee around St. Peter’s RC School and Hazlehead Academy outline the proposals for addressing the condition gradings of these particular premises and the addition of Greyhope School to the survey scope for 2023/24 will, on balance, raise the proportion of schools meeting the national benchmark.

31. Staff

Corporate Measures – Service Level

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – Corporate Landlord	0	0	0	0		
H&S Employee Non-Reportable by Cluster – Corporate Landlord	0	1	0	0		

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Corporate Figure Quarter 3	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – Corporate Landlord	0.9	1.1	1.0	0.7		9.4	
Establishment actual FTE – Corporate Landlord	61.8	60.3	59.2	57.22			

32. Finance & Controls

Corporate Measure - Service Level

Performance Indicator	Quarter 4 2021/22		Quarter 1 2023/24		Quarter 2 2023/24		Quarter 3 2023/24	
	Value	Status	Value	Status	Value	Status	Value	Status
Staff Expenditure – % spend to full year budget profile – Corporate Landlord	82.9%		20.7%		37.5%		59.8%	

CUSTOMER FUNCTION

PEOPLE AND ORGANISATIONAL DEVELOPMENT CLUSTER

Corporate Measures – Cluster Level





33.Customer

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Quarterly Status	2023/24 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – People and Organisation	0	0	0	0			
% of complaints resolved within timescale stage 1 and 2) – People and Organisation	N/A	N/A	N/A	N/A	N/A	75%	
% of complaints with at least one point upheld (stage 1 and 2) – People and Organisation	N/A	N/A	N/A	N/A			
Total No. of lessons learnt identified (stage 1 and 2) – People and Organisation	N/A	N/A	N/A	N/A			

34.Processes





Cluster Level 2023/24 Service Standards – Quarterly Measures




Performance Measure	Current Status	2023/24 Target

We will complete job evaluation panels upon receipt of all completed and verified documentation – within 10 working days for each individual job		80%
We will allocate an Investigation Officer, when required, within three working days.		90%
We will allocate a People and Organisation advisor to formal casework within three working days.		80%
We will make initial contact with redeployees within three working days of redeployment confirmation.		90%

35, Staff

Corporate Measures – Cluster Level

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – People and Organisation	0	0	0	0		
H&S Employee Non-Reportable by Cluster – People and Organisation	0	0	0	0		

Performance Indicator	Quarter 4 2022/23	Quarter 1 2023/24	Quarter 2 2023/24	Quarter 3 2023/24	Status	Corporate Figure Quarter 3	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – People and Organisation	0.7	0.7	0.8	1.5		9.4	
Establishment actual FTE – People and Organisation	31.28	30.76	31.18	31.18			

Service Commentary

An element of caution requires to be applied around interpretation of the trend data relating to increases in absence data around those services with a smaller FTE complements as a minimal number of medium to long term absences can materially affect the average working days lost at Service levels.

36.Finance & Controls

Corporate Measures – Service Level


Performance Indicator	Quarter 4 2022/23		Quarter 1 2023/24		Quarter 2 2023/24		Quarter 2 2023/24	
	Value	Status	Value	Status	Value	Status	Value	Status
Staff Expenditure – % spend to full year budget profile – People and Organisation	86.1%		18.2%		38.5%		62.6%	

Appendix Data Notes

- Complaints: Complaints data should be viewed in the round across each of the four measures in terms of the performance of individual Clusters. Targets are set in line with Ombudsman guidance as reportable annualised measures for the Council as a whole without adjustment for seasonal operational, and external influences, and some natural variation between quarterly outcomes can arise as a result of this.
- Absence Management: As reflected in the report to the [Staff Governance Committee](#) in November 2023, there are currently two distinct corporate improvement streams that are designed to gain a better understanding of the influences behind rising levels of local government absence which mirror the experience at a national level. It is anticipated that these workstreams will enable some reduction in absence levels in the medium term where the influences are within the control of the Council’s policies.
- Staff Costs: Staffing costs referred to throughout this Appendix exclude adjustments for the corporate vacancy factor.
- Long Term Trends are based on the average of 12 monthly, 8 quarterly periods and 4 annual periods respectively

PI Status	
	Alert – more than 20% out with target/national figure
	Warning – more than 5% out with target/national figure
	OK – within limits of target/national figure

Long Term Trends	
	Improving/Increasing
	No or Limited Change
	Getting Worse/Decreasing

	Data Only
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ABERDEEN CITY COUNCIL

COMMITTEE	Finances and Resources
DATE	13 March 2024
EXEMPT	Exempt Appendices 4a and 4b are exempt under paragraph 6 - Information relating to the financial or business affairs of any particular person (other than the authority).
CONFIDENTIAL	No
REPORT TITLE	Christmas Village Feedback Report
REPORT NUMBER	COM/24/064
DIRECTOR	Gale Beattie
CHIEF OFFICER	Julie Wood
REPORT AUTHOR	Matthew Williams
TERMS OF REFERENCE	2.1 & 3.2

1. PURPOSE OF REPORT

- 1.1 To present the evaluation of the 2023 Christmas Village and to update on the public tender for event delivery in 2024-2026.

2. RECOMMENDATION(S)

That the Committee :-

- 2.1 Notes the findings of the evaluation of the 2023 Christmas Village;
- 2.2 Instructs the Chief Officer – City Development and Regeneration to deliver the Christmas Village 2024 in line with the winning response to tender; and
- 2.3 Instructs the Chief Officer – City Development and Regeneration to report back to the Finance and Resources Committee in March 2025 with the evaluation report of the 2024 event.

3. CURRENT SITUATION

- 3.1 Aberdeen Inspired has been a funding partner, with responsibility for the delivery of the Christmas Village event, from its inception in 2015 until the service level agreement ceased in 2019. During this period Aberdeen Inspired contracted John Codona's Pleasure Fairs Ltd., as the Christmas Village Operator to manage the event on its behalf.
- 3.2 In May 2019, the Council's Strategic Commissioning Committee agreed to extend this service level agreement for a further year to include Christmas 2019; and instructed the Chief Officer City Growth to provide a Procurement Business Case detailing options for the Christmas Village from 2020 to 2023.

- 3.3 This approach (PLA019) was supported by Aberdeen Inspired as delivery and funding partner and approved by the Strategic Commissioning Committee in November 2019, with an Open Procedure Invitation to Tender following shortly thereafter. Following a one-year postponement due to the Covid 19 pandemic, the delivery contract was subsequently awarded to John Codona's Pleasure Fairs Ltd for an initial period of one year (2021), with the Council reserving the right to extend the contract by a further 12 months up to a maximum of three events up to and including 2023.
- 3.4 Aberdeen City Council is currently seeking a delivery partner for the Christmas Village 2024-2026 by open tender on Public Contracts Scotland: *Delivery Contract for Aberdeen's Christmas Village 2024-2026*, Reference Number: NOV492515, OCID: ocds-r6ebe6-0000749810. This has run from 13th November and ended on 1st March. City Development and Regeneration Officers will score the tender to be awarded by Procurement by the end-April 2024. Operators of Christmas markets and fairs in other cities were made aware of the opportunity to bid.

2023 Christmas Village Feedback and Union Terrace Gardens Overview

- 3.5 John Codona's Pleasure Fairs Ltd operated Aberdeen's Christmas Village in 2023, supported by Officers of the Council, Aberdeen Inspired, and charity partner Charlie House. In accordance with the contract, the operator procured an independent evaluation of the event. This was undertaken by Aberdeen and Grampian Chamber of Commerce and the report is attached as Appendix 1. The key findings from the Evaluation are that:
- 96% of visitors thought that the event should be repeated in future
 - 86% of visitors surveyed rated the market as 'good' or 'excellent' – down 2% on prior year
 - 87% said the event improved their opinion of Aberdeen – up 12% on prior year
 - 87% said they were 'very' or 'completely likely' to recommend the event to friends and family – up 12% on prior year
 - 84% rated the location as 'good' or 'excellent'
 - 39% of return visitors thought that the market was better than in previous years
 - The average spend per 'party group' was £68 across the Christmas Village (£25) and wider city centre (£43) – up £3 on prior year
 - 91% of businesses in the Curated in the Quad Market said that the stall was good for their business
 - 78% of city centre businesses surveyed responded that the Christmas Village gave a boost to the city centre
- 3.6 On the basis of the evaluation the Board of Aberdeen Inspired indicated its agreement to continue to support the event in 2024.
- 3.7 Changes made to the Christmas Village in 2023 included the replacement of a thrill ride with a more traditional ferris wheel. This proved popular with family

visitors (the key demographic), but less so with the 16-24 age group who were the most likely group to rate the Village as 'worse'.

- 3.8 Efforts were made to increase the local food offer, with 18 local food and beverage companies included onsite. 83% of survey respondents found the food 'good' or 'excellent'. In addition, 22 local sub-contractors were involved in the delivery of the event. A further 56 small scale makers of food and retail goods were included in the 'Curated in the Quad' market, the vast majority from Aberdeen postcodes. Full list in Appendix 2.
- 3.9 While exact visitor numbers for the Village cannot be ascertained due to high footfall for offices, shops and hospitality businesses nearby, Springboard data for City Centre footfall showed an increase in the Upperkirkgate area of 43% over the Christmas Village dates (compared to the period immediately before). This outstrips the 7% increase for the City Centre as a whole over the same period.
- 3.10 Union Terrace Gardens was brought into the Christmas programme using successful bids for external funding and the reallocation of existing budgets, thereby covering all costs. The gardens provided a relaxed festive space to complement the busier atmosphere of Broad Street. New attractions included:
- Festive lighting of the park including fairy lights, uplighters and colourful adaptation of the existing lighting scheme
 - Aberdeen Inspired's 'ABERDEEN' letters sited in the park displaying a Christmas theme
 - Use of the glazed arches on the upper terrace with displays from Event 365 Partners: Aberdeen Performing Arts (History of Panto at His Majesty's Theatre) and Aberdeen Arts Centre (50th Anniversary Aberdeen Skyline) and Aberdeen Art Gallery (Festive Marketing). City Events (Christmas Characters) were added following the Christmas parade.
 - Weekend performances from local choirs and music groups, including Con Anima, Albacapella, Granite City Chorus, Silver City Singers, Chalmers McKay Piping Group and Granite City Brass.
 - Relocation of a large part of the interactive sculpture trail to the park area
 - A small festive market (Sunday 10th December) operated by Common Sense Café on the terrace opposite His Majesty's Theatre
- 3.11 The Nativity Scene was moved to the glazed arch at the end of the accessible entrance from Union Street as the previous unit was damaged beyond repair and expensive to replace. Consequently, the Blessing, including Christmas carols, took place in the park. Feedback from Aberdeen Churches Together was positive and schools attendance increased from 2019.
- 3.12 Music performers found their experience generally positive, although somewhat weather dependent for the numbers watching. All of the organisations involved received a donation of £150 for participating. While successful, these events would benefit from increased marketing in future.
- 3.13 Social media responses and comments regarding Union Terrace Gardens were very positive and it is planned to use the park in future, and incorporate it into

formal evaluation, particularly if the new Christmas Village operator also adds value to this space.

- 3.14 Appendix 3 contains an illustrated overview of some of the Christmas activities in Aberdeen, including the newly lit Union Terrace Gardens.

4. FINANCIAL IMPLICATIONS

- 4.1 The Accounts for the 2023 Event are provided in Exempt Appendices 4a Christmas Village Production Costs 2023 and 4b Christmas Village Trading 2023
- 4.2 Funding of £150,000 for the 2023 Christmas Village was approved from the Common Good Fund as part of the Council's 2023/2024 budget setting process.
- 4.3 There was additional financial support of £50,000 from Aberdeen Inspired.
- 4.4 Additional grant funding awards (UKSPF and LACER) covered the costs of Union Terrace activities in 2023. This included the purchase of some of the lighting assets to be used again in future years.
- 4.5 Grant funding will be sought to support the additional elements of the programme again in 2024. This will provisionally include additional aspects of the lighting scheme, support for creative partners staging arch displays, and donations for participating music groups.

5. LEGAL IMPLICATIONS

- 5.1 A new contract will be drawn-up by the Legal team once the current tender has been scored and awarded. It is not expected to significantly vary from the current contract.

6. ENVIRONMENTAL IMPLICATIONS

- 6.1 As part of the Council's tender process for the current contract, bidders were scored on how their plans would assist the Council in furthering its sustainability and community benefits objectives in relation to this contract. This will be included in any new contract.
- 6.2 A summary of the sustainable practices adopted by John Codona's Pleasure Fairs Ltd. for the Christmas Village 2023 is contained within Appendix 5 of this report.
- 6.3 Due to the 'mains' power supply on Broad Street being insufficient for some of the larger infrastructure requirements at the event, there is a reliance of temporary mobile generators. These have a negative environmental impact.
- 6.4 To minimise this negative impact, improved mains power was used in the Quadrangle allowing the market to operate using solely mains. This was also

true for Union Terrace Gardens. These measures support the Council's duty to adapt to climate change.

- 6.5 As part of the event's marketing plan, efforts were made to promote and encourage sustainable and active transport options.

7. RISK

The assessment of risk contained within the table below is considered to be consistent with the Council's Risk Appetite Statement.

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Strategic Risk	No competent Christmas Village operator bids to deliver the event in 2024-2026	Efforts have been made to make all likely competent bidders aware of the opportunity through Public Contracts Scotland.	M	Yes
Compliance	Aberdeen City Council's appointed Christmas Village delivery partner fails to comply with statutory obligations, whilst delivering an event on Council land.	The council's contract with the operator will set out their legal obligations as the 'occupier' under the Occupiers Liability Act (Scotland) 1960. Additionally, the contract will stipulate that they are responsible for ensuring that all aspects of their work-related activity are safe, fit for purpose and compliant with all relevant codes of practise, regulations & industry best practise. Finally, the contract will stipulate that health and safety documentation, relating to the event, must be submitted to Aberdeen City Council and that all relevant regulatory	L	Yes

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
		<p>permissions are in place. These documents include:</p> <ul style="list-style-type: none"> • Event Manual • Contingency Plan • Crowd Management Plan • Traffic Management Plan • Wind Management Plan • Counter Terrorism Plan • Noise management Plan • Risk Assessment • Fire Risk Assessment • Communications Plan • Marketing Plan • Insurance • Sub-Contractors Documentation • Food Safety Documentation <p>These documents will be shared with multi-agency partners six weeks prior to the event to allow for feedback and advice to be given as required.</p>		
Operational	The event restricts access to Marischal College, which prevents members of the public accessing necessary services.	Measures will be put in place to maintain public access to Aberdeen City Council services and Police Scotland's customer service centre.	L	Yes

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Financial	If Aberdeen Inspired pull their funding contribution, the event will no longer be viable and Aberdeen City Council may need to find an additional £50,000	Officers have engaged with Aberdeen Inspired who have given assurance that this contribution is secure	L	Yes
Reputational	Constituents are used to a high-quality Christmas Village. Failure to meet expectations poses a risk for the Council and the city.	The selected delivery partners will be assessed on their ability to evidence successful, high-quality events of this nature.	L	Yes
Environment / Climate	No significant risks identified against the category.			

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN</u>	
	Impact of Report
Aberdeen City Council Policy Statement	The proposals in this report support the delivery of the Partnership's Policy Statement for a Vibrant City: Aim to make Aberdeen a premier destination for festivals, productions, conferences, bands and events.

	And a Prosperous City: Develop our economy in a genuine partnership with the private sector, third sector and residents
<u>Aberdeen City Local Outcome Improvement Plan</u>	
Prosperous Economy Stretch Outcomes	<p>The proposals within this report support the delivery of LOIP Stretch Outcome 2.1 Supporting labour market to recover from impact of Covid-19 on employment.</p> <p>Events supported by the Council, such as the Christmas Village, provide an opportunity to promote and enhance the long-term economic prosperity of Aberdeen and the wider region by attracting additional visitors to the city for the event. In turn this attracts additional commercial activity in the city. Officers work with partners including Visit Aberdeenshire and Aberdeen Inspired to maximise the benefit of events on city-centre businesses.</p>
Regional and City Strategies	The proposals support the Regional Economic Strategy, the City Centre Masterplan, Events 365 Plan and Empty Shops Plan by strengthening local supply chains and contributing towards local business growth; working with culture and tourism partners; and contributing to aims to eat and shop locally.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	New Integrated Impact Assessment has been completed
Data Protection Impact Assessment	Not required.
Other	Not required.

10. BACKGROUND PAPERS

None

11. APPENDICES

- 11.1 Appendix 1: Aberdeen Christmas Village 2023 Research Report AGCC
- 11.2 Appendix 2: Local Contractors Suppliers and Traders ACV 2023
- 11.3 Appendix 3: Christmas in Aberdeen Illustrated Overview
- 11.4 Appendix 4a: Christmas Village Production Costs 2023 – Exempt
- 11.5 Appendix 4b: Christmas Village Trading 2023 – Exempt
- 11.6 Appendix 5: Christmas Village Sustainability Report

12. REPORT AUTHOR CONTACT DETAILS

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Aberdeen 2023 Christmas Village Research Evaluation Results

Prepared for: *Codona's, Aberdeen Inspired & Aberdeen City Council*

Prepared by: *The Research Chamber, Aberdeen & Grampian Chamber of Commerce*



January 2024

Who we talked to





Research Conducted on 3 relevant groups: *Village visitors, Village vendors and City businesses*

Who	Village visitors	Village vendors	City businesses
Survey Sample	304 on street interviews 8 QR Code poster	29	48
Methodology	In person interviews at the Village & by QR code publicised/ distributed at the Village	Distributed by Aberdeen Inspired	Distributed by Codona's management team.
	Range of times/venues/days spread throughout the duration of the event	Vendors invited to participate, mailed throughout the Village	Link also sent to AGCC members and follow-up by Codona's to encourage a high response rate

SCAN HERE TO LET US KNOW WHAT YOU THINK OF THE CHRISTMAS VILLAGE



As a thanks, you will be entered into a prize draw to win a **£25 gift voucher**.



Village Visitors





Executive Summary

Key facts: Village Visitors

Over half of visitors came to the City Centre to visit the Village. Their main reasons included the *food/drink, getting into the Christmas spirit and the rides*.

Almost nine out of ten (87%) respondents are advocates of the Village and are *completely likely* or *very likely* to recommend it to friends and family.

Village visitors were happy to share their ideas of how to enhance the experience to make it even better. One of the most common themes was to have more rides and activities for adults, and to bring back past featured rides.

There was a noticeable increase in respondents feeling that the Christmas Village had a positive impact on their perception of Aberdeen (88% vs 75%), as well as an increase in pride of the city (76% vs 62%).

The Christmas Village was highly regarded as safe (96%) by respondents.

96% of respondents wished for the Aberdeen Christmas Village to be repeated in the future.





Executive Summary

Key facts: Village Visitors

Over 1/3 (39%) of respondents felt that the village was better than in previous years, however there was also an increase in respondents thinking it was worse, from 2% to 11%.

46% of respondents spent money inside the Christmas Village – spending slightly less than last year (£31 v £34).

21% of respondents spent money shopping out with the Christmas Village / other external spends; for those that did other shopping - the amount decreased by almost £30.

Although a low base, it is worth noting that the only recurring qualitative topic across all respondent groups (visitors, quad vendors and city businesses) was Location – with 10% of respondents mentioning this.

A third of the comments were complimentary; of those that suggested moving the Village, the key themes mentioned were to consider a *larger location*, a *more central location* (Union Street and Union Terrace Gardens mentioned) and *the location's accessibility*.

(low base - 42 respondents across Visitors, Quad Vendors and City Businesses)

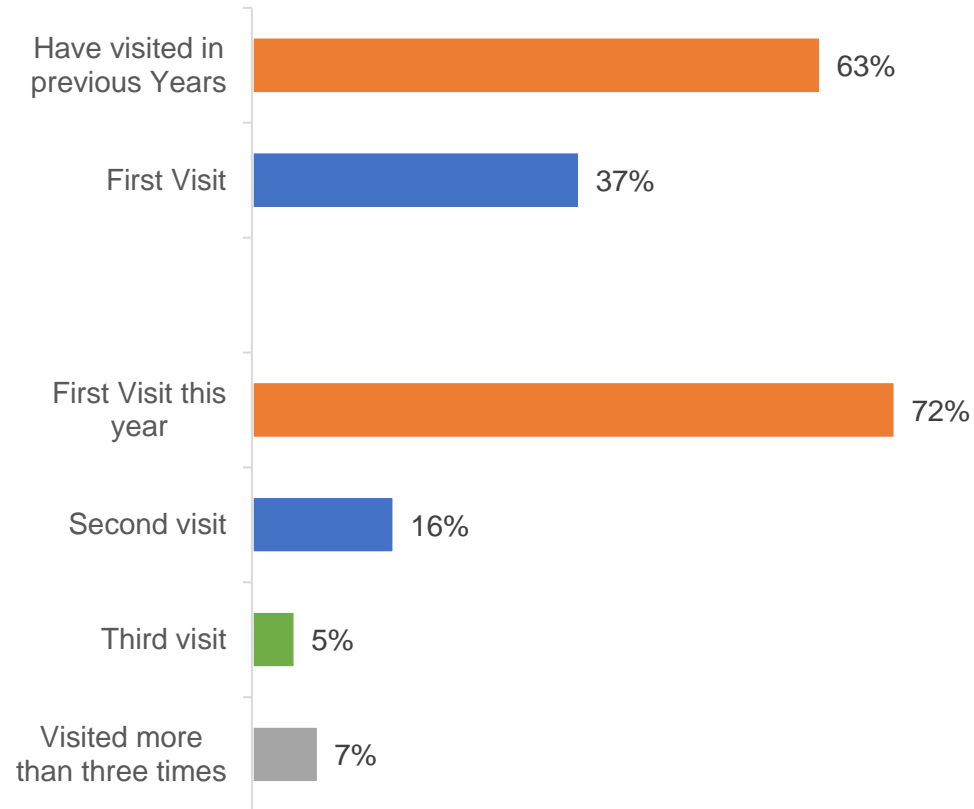
87% of respondents would recommend Aberdeen's Christmas Village to others





Visitor Statistics

Most respondents had visited the Christmas Village in previous years. Similar to 2022, over half of respondents were female, aged between 25-44, and from Aberdeen City.



Age	59% 25-44
Gender	54% Women 45% Men 1% Other/prefer not to say
Postcode	66% City 23% Shire 7% Elsewhere in Scotland 4% Overseas, 0% Elsewhere in UK
Came with	44% With family 26% With Friends
Group Size	Average group size was 2.7 35% of groups had children with them (33% in 2022)

Q: Have you been to the Aberdeen Christmas Village in previous years?

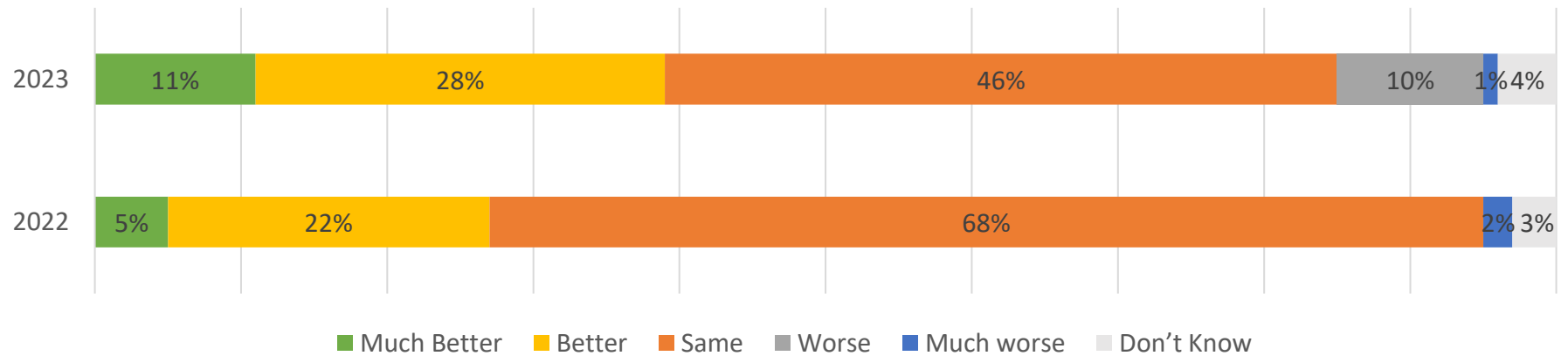
Q: Is this your first visit to the Aberdeen Christmas Village this year?



Comparison to 2022

Most respondents believe that the Xmas Village is either better or the same as previous years. There is an 8% increase in those thinking it is better / much better compared to 2022 (39% vs. 27%).

However, there has also been an increase in those thinking it is worse/much worse, from 2% to 11%. The younger age group (16-24 years) were more likely to rate the Village as 'worse' than those aged 25-44.



Example comments:

Better: Key themes within the positive comments were liking the rides, enjoying the village atmosphere and aesthetic and the number of stalls: "I don't remember as much seating last year. This year feels busier, but also more accommodating." "Like how space for stalls & rides separate", "More comfortable space and nice arrangement".

Respondents also reacted well to the Ferris wheel and bigger rides; "Ferris wheel is much better", "Prefer the rides"

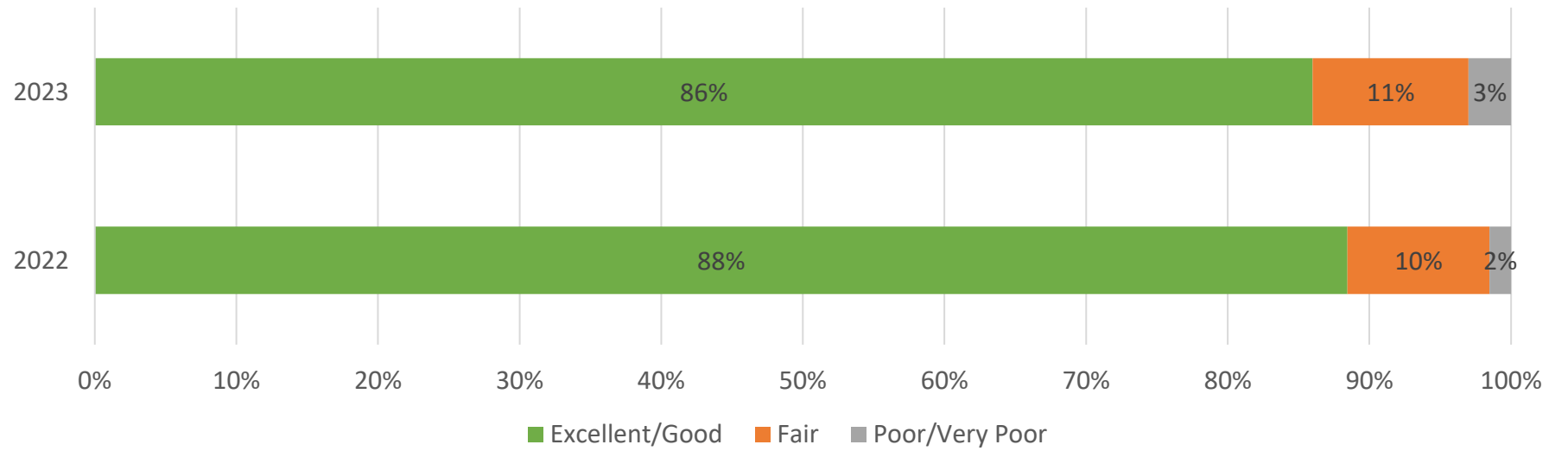
About the same: Just under half of respondents (46%) believed that the Christmas Village was the same, a 22% decrease from last year. Most comments focused on the rides being the same, while others commented that they could not see a difference.

Worse: Negative comments discussed a perceived lack/decrease in rides; "There are no rides for adults", "Got rid of the best ride"



Overall Satisfaction

86% felt the Christmas Village was *Excellent or Good*.



96% felt the Christmas Village was *safe*.



Christmas Village Perception

96% would like the Christmas Village to be repeated.

Compared to 2022, there has been a notable increase in city pride (76%, up from 62%) and a more positive perception of Aberdeen (88%, up from 75%). 100% of visitors from 'elsewhere in Scotland' said that the village had a positive impact on their perception of Aberdeen (base 21).

2023 - Positive impact on my perception of Aberdeen



2022 - Positive impact on my perception of Aberdeen



2023 - Increased my pride in Aberdeen



2022 - Increased my pride in Aberdeen



■ Agree ■ Neither/Nor ■ Disagree ■ DK

Q: To what extent do you agree or disagree with the statements below:

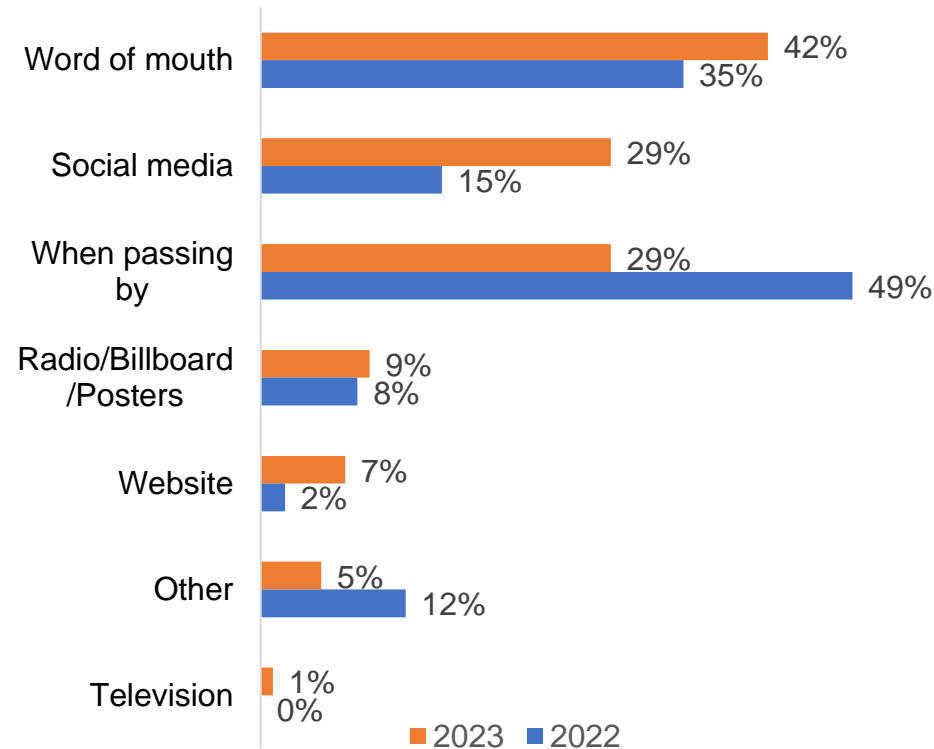




Christmas Village Marketing

Social media awareness has almost doubled this year, from 15% to 29%.

Predominantly, visitors to the Village from outside of the City or Aberdeenshire became aware of it by 'word of mouth' or when 'passing by'.



Those that saw it on social media were more likely to be aged 25-44.

Younger respondents, however, were most likely to have heard about the Village through 'word of mouth' (56%).

Aberdeen Inspired mainly promoted the Christmas Village on Facebook and Instagram which would correspond with the profile of respondents who completed this survey.

Depending on target markets, other social media channels could be considered for the mix in 2024.



Q: How did you hear about the Christmas Village this year?

Q: What was your main reason for coming to the Aberdeen Christmas Village today?

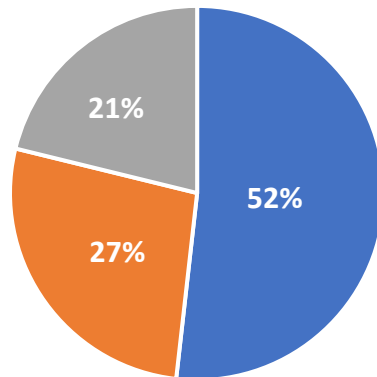


Reasons for visiting the Christmas Village

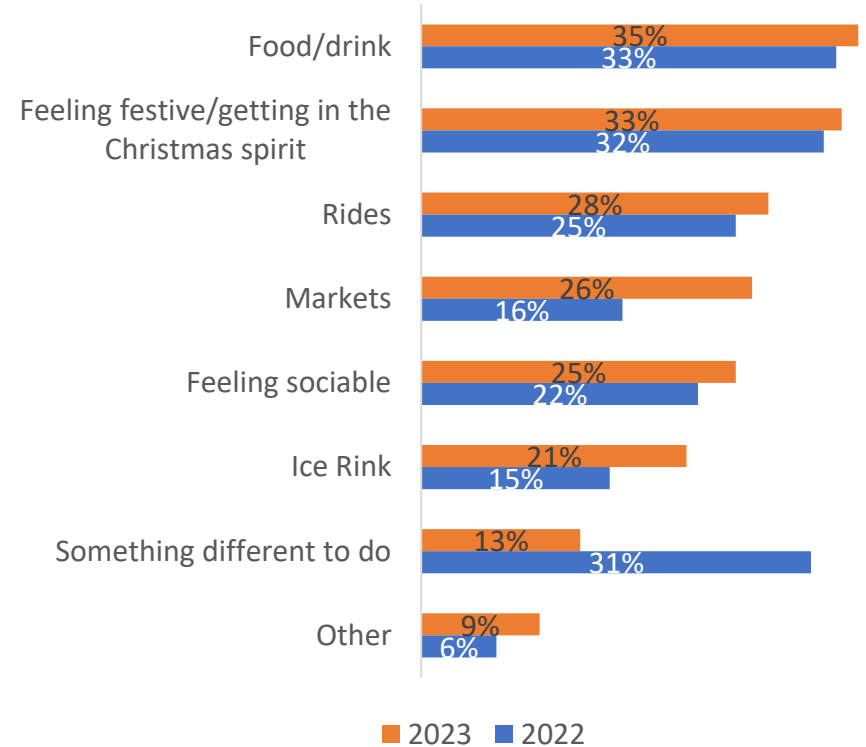
Just over half (52%) of visitors came to the City Centre to visit the Christmas Village.

Top three reasons to visit were cited as the *food & drink*, to *get into the Christmas spirit*, and to *try the rides*.

This is very similar to the results in 2022, although people visiting for something different to do decreased by 18%.



- Visiting the Christmas Village was my main reason for coming into Aberdeen City Centre
- I was visiting Aberdeen City Centre for something else but always planned to come to the Christmas Village too
- I was visiting Aberdeen City Centre for something else but have ended up visiting the Christmas Village too

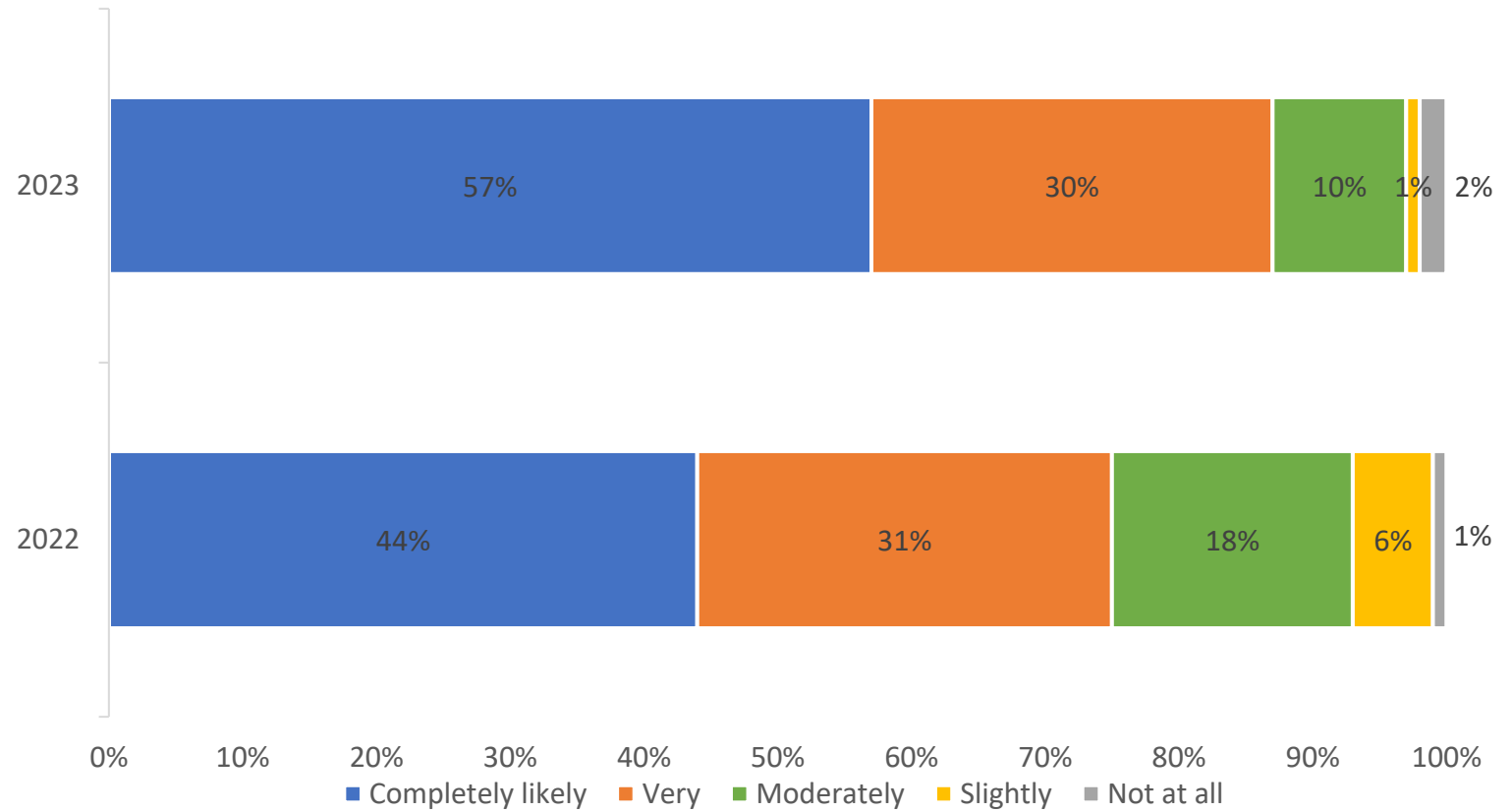


*Respondents could select more than one response



Advocacy

Visitors are more likely to recommend the Christmas Village to others compared to last year (87% vs. 75%).



Q: How likely or unlikely are you to recommend friends and family to visit the Christmas Village in the future?

Advocacy – Reasons for recommending the Christmas Village

Overall, many respondents were inclined to recommend the Christmas Village to others due to the festive atmosphere and to get into the Christmas spirit. Over a quarter of respondents (28%) mentioned the atmosphere and festive layout as a reason to recommend the Village.

There was also a strong response for respondents' recommendations based on enjoying Aberdeen's city centre being used. Some respondents mentioned that they considered it great for Aberdeen's economic growth and were keen to support this.

The 3 most discussed key themes included the *atmosphere and layout, enjoyability, and family friendly environment*.

Key positive themes also included the Village's benefit for children, the experience of something to do, and the food/ drink.

50 responses mentioned the word "fun", which implies that entertainment and enjoyability is a key factor in terms of advocacy.

Example Comments:

Festive, cheers up the city centre as normally dreary

Good place to hangout and have fun once a year with your closed ones

In Aberdeen we don't have much things to do, so this kind of stuff encourages more

Good feeling, supporting local businesses and good rides

Safe and inviting and friendly

It's important to support efforts and local traders and to be part of the Christmas spirit by getting involved. Makes other people happy too to see others enjoying themselves.





How would you rate your experience of the Christmas Village?

Across all aspects surveyed, 4/5 respondents ranked the experience as excellent/ good.





Recommendations for the future

Village visitors were keen to share their ideas of how to further enhance the Village. The recurrent themes included *more things to do*, *more activities for adults*, *location* and *layout changes*, and the *resurrection of past rides*.

More activities and things to do / entertainment	More activities for adults	Location/Layout	Rides
<p>“Please make it livelier by adding more games and more food stalls and bars.”</p> <p>“I hope for it to be bigger next time. More stuff to do will be nice”</p> <p>”We want more new fun”</p>	<p>“More rides for older kids would be nice.”</p> <p>“More for adults in terms of rides or entertainment such as bands”</p> <p>“Rides for bigger kids, bigger scale”</p>	<p>“Would love to see a little indoor area for the bars we like Glasgow / Edinburgh have - or just more electric heaters / fires!”</p> <p>“A warm shack could be created for families to relax”</p> <p>“The space is a little too small”</p>	<p>“Miss the really big rides that were here last year”</p> <p>“everyone wants the freak out back !!!! :))))”</p> <p>“It has to have more rides”</p>
<p>Visitors thought that their experience could be enhanced by adding more activities and things to do. Overall, visitors would like to see more of what is already at the Village, and on a bigger scale; whether it comes to the stalls, rides, or space.</p>	<p>There was an overwhelming surge of responses which included the suggestion of more activities for adults. Many respondents felt that this would be a great improvement to the Village, whether it be rides for adults or other adult activities.</p>	<p>Many respondents felt that the Village would benefit from warmer areas, such as huts with electric heaters or warm shacks. Many respondents also felt that the size of the Village could be increased, to make it appear more spacious and attractive.</p>	<p>Respondents generally felt that the experience would be better if rides from last year were brought back. Many mentioned missing the bigger ride that was present last year and expressed that it would be a great addition if it were to come back.</p>





Visitor Spend

230 people provided insight to their anticipated spend whilst visiting the Christmas Village. As in previous years, an average across the total respondents for this question was taken and compared to previous years.

<i>Spend per 'party group'</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>Difference 2022 v 2021</i>
<i>Inside Christmas Village</i>	£20	£25	£25	-
<i>Food, drink outside the event</i>	£8	£10	£17	+ £7
<i>Other shopping/ anything else</i>	£12	£20	£17	- £3
<i>Overnight Accommodation</i>	£1	£6	£6	-
<i>Local travel, i.e. to get to Aberdeen City Centre</i>	£1	£4	£3	- £1
<i>Outside Christmas Village *</i>	£22	£40	£43	+ £3
Total Spend	£42	£65	£69	+ £3

* All spending outside the Village

Note: numbers are rounded

2023 Individual bases : Inside Christmas Village 151; Food & Drink out with 130; Other shopping / anything else 112*; Local travel 99;

Overnight accommodation 60

* Two bases added – may be duplication included

*Spend breakdowns were not compulsory and bases vary.
Further insight continues on the next slide.*





Visitor Spend

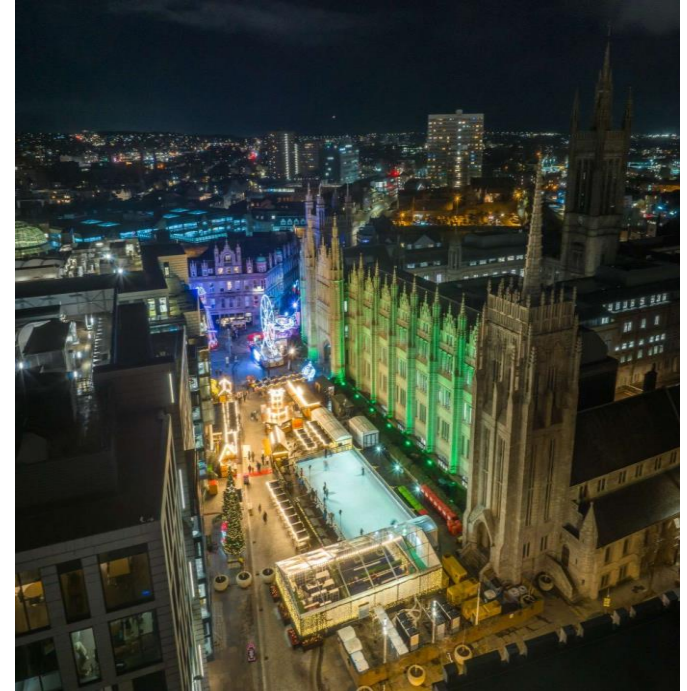
The average spend of those who spent on:

Food and Drink outside the Christmas Village
(114) – £26

Local travel (58) – £10

Overnight accommodation (11) – £97

Other shopping or anything else out with the Christmas Village (64) – £67



Quad Vendors





Executive Summary

Key facts: Quad Vendors

The vast majority of Quad Vendors, believed that having a stall was good for their business.

Most Quad Vendors were satisfied and aim to return as an event stallholder next year.

However, vendors were also keen to share improvements that could enhance their experience.

91% of Quad Vendors believed that having a stall was good for their business.

94% of Quad Vendors were happy with their decision to become a stall holder.

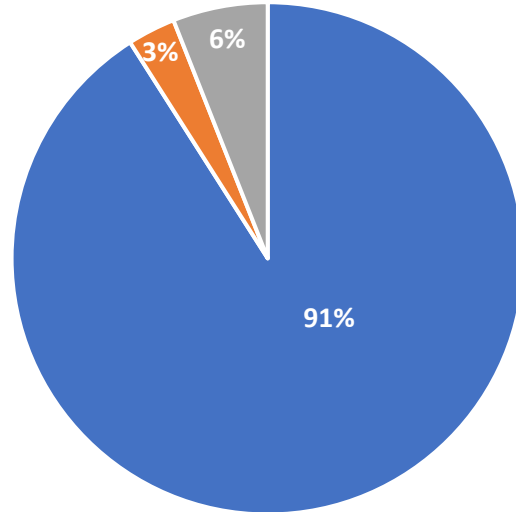


“Being in a close proximity to the village, every year we see increased footfall into our venue which is directly linked to increased business turnover during the period the village is up and running.”



Christmas Village Impact on Quad Vendors

Over 9/10 Quad Vendors surveyed believed that having a stall was good for their business.



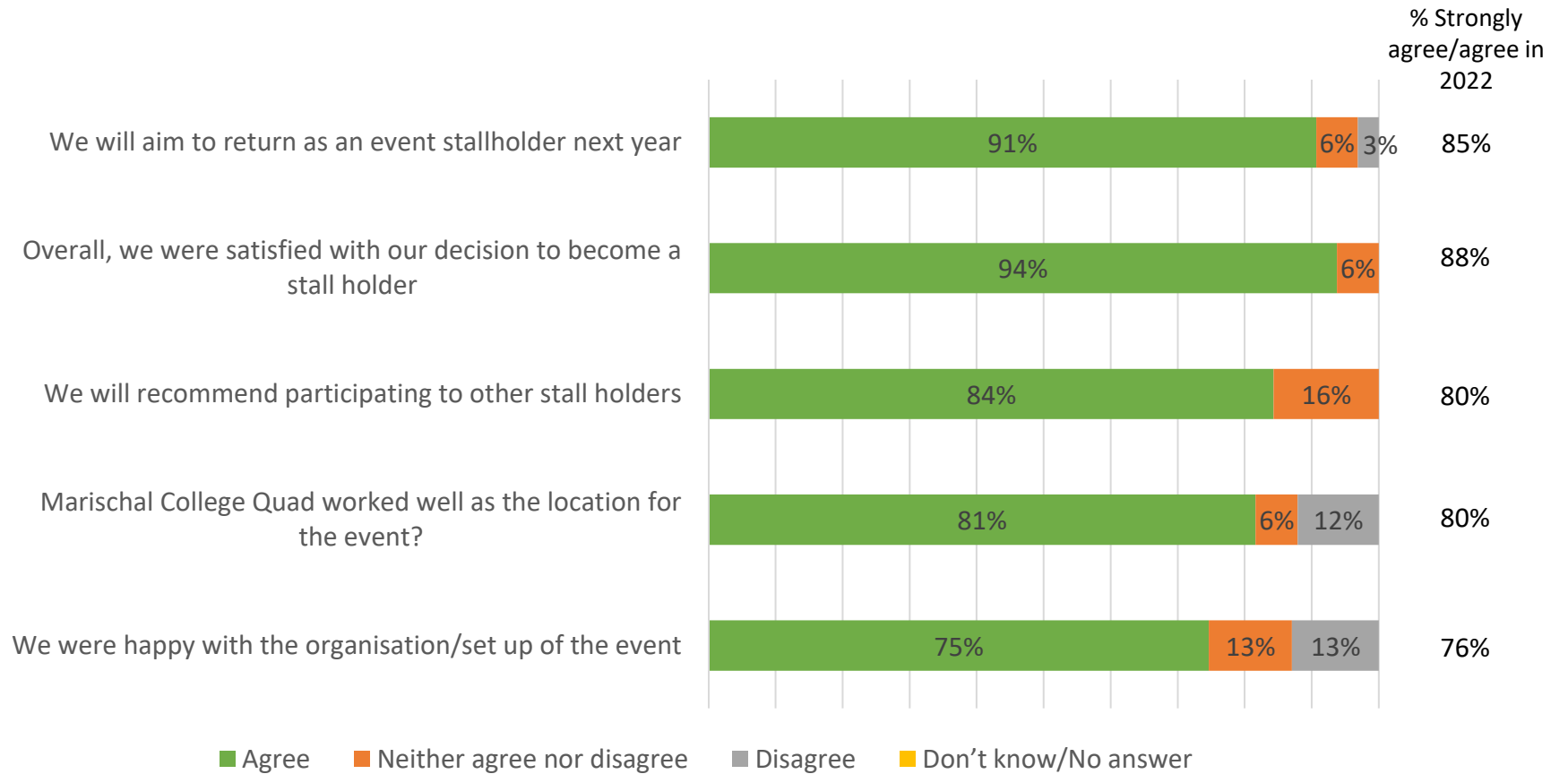
- Yes, having a stall was good for my business
- No, having a stall was not good for my business
- Don't know/can't say

Why do you say that?	
Footfall	<i>The Christmas Market is undoubtedly my favourite market to be a part of. The atmosphere is amazing, and the foot traffic is off the charts. I'm incredibly grateful for the opportunity to be part of the market!</i>
Brand awareness	<i>"It would appear not so many people knew we existed so it's been amazing for us"</i>
Sales	<i>"Between historic customers and new customers, we saw a 23% overall increase in sales from last year."</i>



Stall Holder Ratings

The vast majority (91%) of Quad Vendors were satisfied and aim to return as an event stallholder next year. Almost all measures have increased since 2022.





Quad Vendors - Suggested Improvements

Themes included *stall-holder facilities*, *organisation/ set up*, *location/ layout* and *stall amenities*.

Stall-Holder Facilities	Organisation/ Set Up	Location/Layout	Stall amenities
<p>Almost a third of all responses discussed the need for more accessible bathroom facilities</p> <p><i>"Would love to have a toilet for stall holders on site as very difficult to run to the ones at the bottom of the Christmas village when on the stand solo."</i></p> <p><i>"Toilets are a big problem"</i></p>	<p>Organisation and set up was the highest mentioned key theme when it came to responses, with just under half of responses mentioning this aspect.</p> <p><i>"The access for set up is difficult"</i></p> <p><i>"I do think the rules and Information should be better told to all stall holders as a lot of us didn't know or weren't told!"</i></p>	<p>Respondents generally wanted better signage and further disability provisions in place. The location and huts also proved challenging to vendors.</p> <p><i>"It is still difficult for disabled and mobility challenged stall holders to get their stuff into the Quad"</i></p> <p><i>"Better signage"</i></p>	<p>Respondents wanted to see more local and high standard products.</p> <p><i>"more stalls which have been vetted as quite a number re-selling toys / prime drinks this year which took it away from local makers"</i></p> <p><i>"There were a couple of stalls the weekend that I was there selling Lego and headphones and nerf guns and other plastic toys etc. make all my own products by hand and I feel that by having those types of stall there really cheapens the whole atmosphere."</i></p>

Curated in the Quad

Week 1 - 17 - 19 Nov 2023



- 13-23 Jewellery
- Collections at 1979
- Aladdins Cave Forres
- Cookie Cult
- Arctis Designs
- Curiously Charmed
- Book Mama
- Happy Howlers
- Charlie House
- Kilted Fudge

City Businesses





Executive Summary

Key facts: City Businesses

Half of city business responses saw the Village as good for business, a decline on last year. However, only 7% rated the experience as bad.

There were mixed results from local businesses with about half feeling it positively impacted their footfall and turnover.

City businesses want to see the Christmas Village bigger and better in the future.

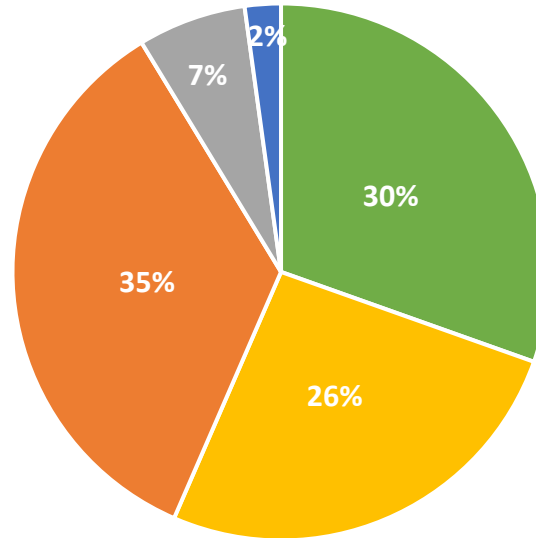
56% of respondents saw the Village as very / fairly good for business

78% of businesses agree that the Christmas Village helps to boost the city centre



Christmas Village Impact on Local Businesses

Just over half (56%) of local businesses saw the Village as good for business; a 7% decrease compared to 2022.



- Very good for my business
- Fairly good for my business
- Neither good nor bad for my business
- Fairly bad for my business
- Don't know/can't say

Why do you say that...

Very/ fairly good for business

"Increased footfall to the area, increase weekend sales in the cold winter months."

"I feel it takes more people down to the bottom end of Aberdeen"

"Love it each year brings extra business and secondary spend"

Fairly bad for business

"Adding more road closures meant customers didn't venture into the city as often."

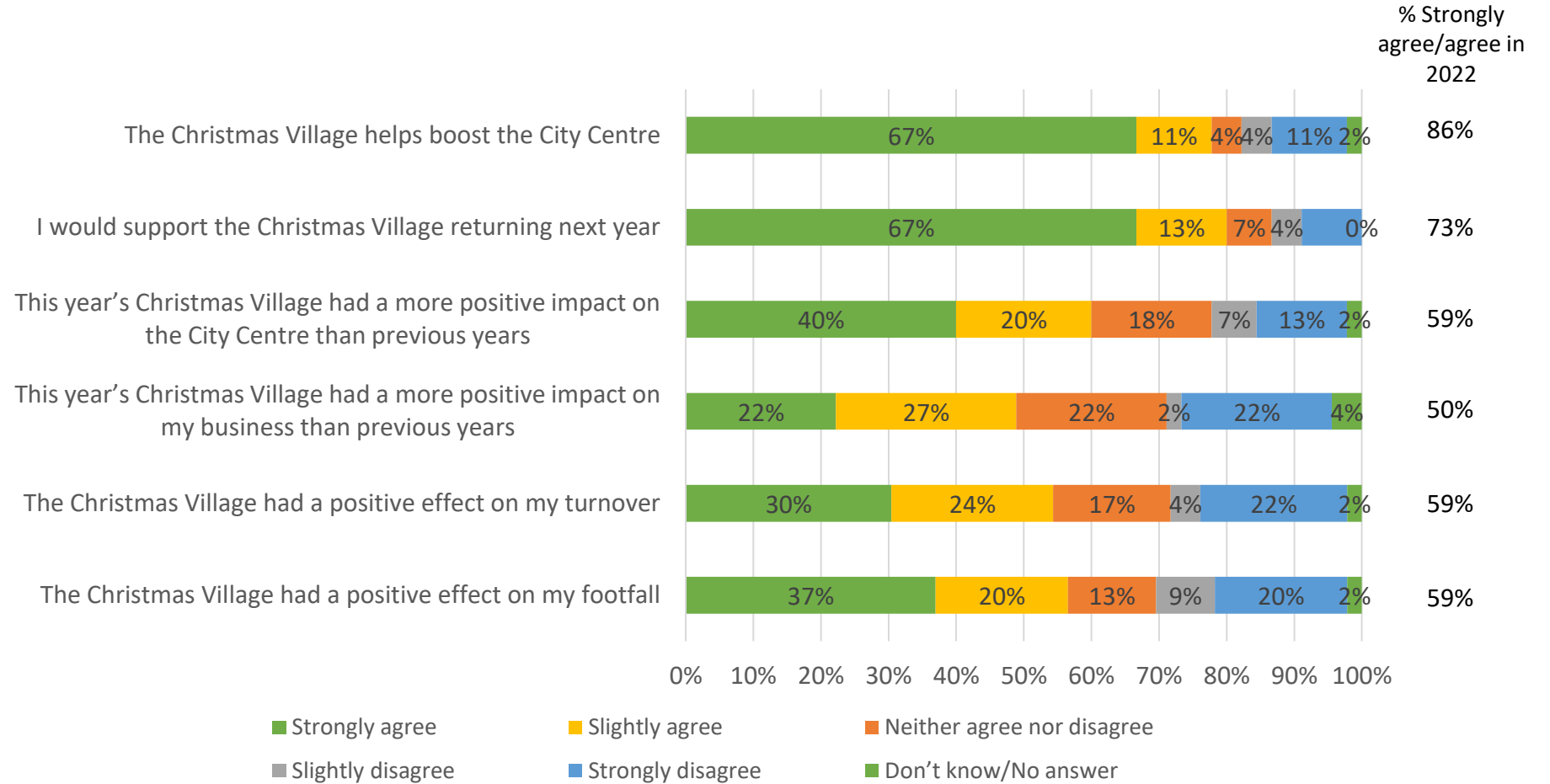
Don't know

"Our business is not reliant on footfall, and so bringing additional people to the city centre does not provide direct benefit to us."



Local Business Ratings

Overall, there are positive views of the Village from city businesses. 8/10 respondents believe that the Christmas Village helps boost the City Centre, slightly down on 2022. Less respondents reported a positive effect on their turnover and footfall than in 2022.





Suggested Improvements from Local Businesses

City business respondents generally want to see the Christmas Village bigger and better in the future, while over 20% of improvement responses mentioned a location change. There was also plenty of positive feedback. 50% of location responses for Q3 discussed the revival of Union Terrace Gardens (n=6).

Bigger/better	Location
<p><i>"Can we expand on it and make it bigger... Possibly some new attractions"</i></p> <p><i>"Has improved on last year but love to see even more"</i></p> <p><i>"It needs to be bigger, bolder and more ambitious to compete with offerings in competitor destinations."</i></p>	<p><i>"It needs to be in a better location away from main roads / bus routes."</i></p> <p><i>"The central portion of Union Street would do more"</i></p> <p><i>"Currently it's shoehorned into a small area in the wrong place"</i></p>
<p><i>"Nice to see the giant lit up statues that people could take selfies at, nice touch, liked the big wheel, felt more Christmassy this year which I liked"</i></p> <p><i>"Fantastic- brings extra business to the area, can't praise it enough!"</i></p>	

Q3: Please let us know if you have anything else to add, or anything you would like to see at the Christmas Village in the future.





LOCAL CONTRACTORS

A2+B Accountants	John Smiths Hardware	Lawson Transport
Ledingham & Chalmers Solicitors	Bon Accord Metals	A Plant
Fitzgerald & Associates Architects	Aster Cash Registers	Colin Brown Event Planning
Lofthus Signs	Atmosphere Lighting & Sound	Core Design
B & H Home Improvements	Findley Cut Gardening	EIS waste
Rood Signs	Esslemont Marquees	Scotia Access
Passell Signs	Big M Transportation	Travel Stock Packaging
Gibbs Tools		

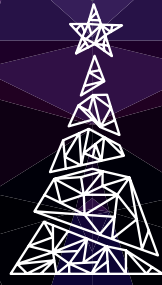
LOCAL FOOD AND BEVERAGE SUPPLIERS

Big Mannys' Festive Pizza	Cookie Cult	Fierce Beer
Hop Chip Loaded Fries	Angus + Oink	Deeside Brewery
Vegan Bay Bakery	10 Dollar Shake	Veitch Moirs
Aberdeen Whisky	Aberdeenshire Larder	John King Butchers
Smoke and Soul	Deeside Brewery	Porters Gin
McWilliam Butchers	House of Botanical Distillery	Raven Distillery

LOCAL MARKET TRADERS AT CURATED IN THE QUAD

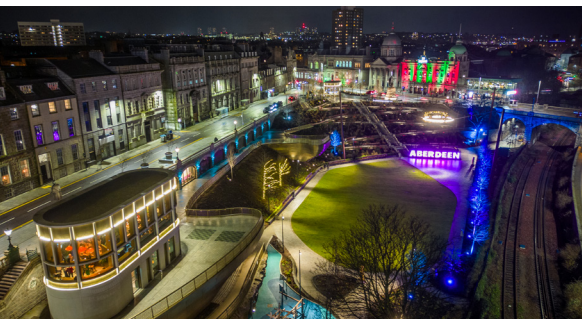
Singularity Sauce Co	La Bomba BC Ltd	Pilgrim Drinks
Raw Culture	Lost Loch Spirits	Reynolds Cocktails
Aunty Bettys	Mandalamoon	Ellon Spirits
The Damn Fine Cheese Company	Kilted Fudge Company Ltd	Pure Decadence by Loch Aurora
Seidear – The Wee Scottish Cider Comapny	Lost Loch Spirits	13-23 Jewellery
Curiously Charmed	Fat Batch	Skybirds Crafts
Kinaird Kitchen	Sweet Toots	Alladins Cave Forres
Sugar Skulls + Cream	Pryde of Place	Bookmama
Intricate Designs	Kaylas Bakes	Sip Stitch Creations
Watt a Story	Lauren Victoria Designs	Braveart Design
Catherine Redgate: Artist & Illistrator	Snatch Thatch / Tippy House	The Holistic Candle Company
J's Serendipity	Teighan's Toys	Stinky Beasties

Happy Howlers	Cookie Cult	Arctis Designs
Collections at 1979	Just a Wee Gift	Therapace Concept Store
Shadow Shapes/ Marktec	Silver Island Crafts	Smarty Martys
The Magpie Cat	Mez.creations	Millypads
Birkwood Bespoke	Bon Accord Baths	Jade Elizabeth Designs
McTavish Designs	Esker Spirits	Claire Gaunt Art
Rhya Natural	Copper Hue	



CHRISTMAS

IN ABERDEEN



ABERDEEN
CITY COUNCIL

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SUSTAINABILITY AND COMMUNITY BENEFITS

Having delivered Aberdeen Christmas Village for the past 8 years, John Codona's Pleasure Fairs Ltd (JCPF) recognises the responsibility of the company to consider the environmental impact of the event and implement practical steps to minimise waste and resource usage. Given the size and impact of our own business, JCPF have an Environmental Policy Statement, detailed as follows:

- John Codona's Pleasure Fairs Ltd recognises that it has a responsibility to the environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and are continually improving our environmental performance as an integral part of our strategy and operating methods.
- We are committed to ensuring that the disposable 'single use' packaging we use is more environmentally friendly. We work with local packaging suppliers Grampian Packaging and Travelstock Packaging Ltd and have already moved the majority of our single use packaging to alternatives that are recyclable, compostable or biodegradable. These products now include straws, paper cups, food trays, napkins, carrier bags. We also made sure materials are from sustainable sources.

As part of this commitment, we continue to develop our Environmental Policy. Identify and determine objectives for the short, medium and long term, deliver strategies in line with the company's policy and evaluate our performance. We recognise this will assist JCPF to further improve sustainability and waste management at key external events we are involved with including Aberdeen Christmas Village.

Within this section, we explore specific areas where we can demonstrate steps to improve sustainability and waste reduction.

Transport and Travel

Aberdeen Christmas Village is located in the heart of Aberdeen City on Broad Street and Upperkirkgate. Taking into consideration the additional sites proposed in our plan, the event has good public transport links into the city with the majority of visitors able to access the event via bus or train. Many out of town locations, such as Ellon and Kingswells offer park and ride opportunities to ease congestion into the city and reduce environmental impact. For those travelling on bicycle, racks are available on Broad Street outside of Marichsal College.

JCPF staff for the build and running of the event are predominantly local with most able to access public transport.

The Cities new Big Issue electric bicycles have a parking location directly next to the event site on Queen St and have proved a popular option for our team at the event.

Catering – Food and Drink

As event organiser, JCPF are very aware of the impact food waste bears on the company both financially and environmentally. Food and drink supplies are sourced via local companies. As an example of this, our handcrafted beers, gins and cocktails are sourced directly from local producers based within the city and shire. Meat and vegetables are sourced directly from local butchers McWilliam and Aberdeen Larder.

JCPF have been working with local companies Grampian Packaging and Travelstock Packaging Ltd for some time now and have already moved the majority of our single use packaging to alternatives that are recyclable, compostable or biodegradable. Relevant to Aberdeen Christmas Village, these include products such as paper cups, food trays, napkins, carrier bags and PLA straws. We actively look for materials made from sustainable sources. As a business, our ultimate aim is to reduce the amount of waste created in the first instance. However, any food or produce close to expiry, but perfectly edible and safe to eat, is offered to local homeless charities such as the soup kitchen located in close proximity to Aberdeen Christmas Village.

Food waste and oil waste is collected via OLLECO. Further information on waste management is addressed later in this document.

Event Dressing & Theming

JCPF have delivered Aberdeen Christmas Village for the past 8 years. Consideration is always given to re-using items and props used for dressing the event including all lighting, garland, catering equipment, 9m Christmas trees, signage and more. These are stored within Aberdeen city and any items deemed no longer of use, sold via gumtree Aberdeen or given to charity to minimise waste.

Energy Efficiency

JCPF carefully plan energy usage to minimise/ reduce our carbon footprint. Where generators are used, these are shared across the site and only used when/where absolutely necessary. A recommendation moving forward would be to use mains electricity for the Ice Rink chillers. We would also be keen to explore other areas within Aberdeen Christmas Village where access may be available to mains electricity.

The style of Aberdeen Christmas Village is in keeping with traditional Christmas Markets found throughout Europe therefore the event is predominantly all outdoors therefore heating is only required in the Ice Rink Skate Exchange.

Waste Management

JCPF contracts waste management to local company EIS Waste Management. These bins include mixed recycling and general waste. Oil and food waste from catering units is recycled and turned into renewable energy via OLLECO.

We efficiently manage waste to avoid littering the event. Any litter is collected and disposed of by our operating staff using PPE to prevent injury. In accordance with our agreement, all waste generated by the event is removed by JCPF during and after the event.

Community Benefits

- JCPF are a local business, established 50 years ago, with strong local roots and knowledge and understanding of the local community and businesses throughout the city and shire. We attract visitors to the city from throughout Scotland, UK and beyond and offer procurement opportunities for local businesses and employment for local people.
- JCPF employ local staff to operate Aberdeen Christmas Village. There is always opportunities for further employment with JCPF after the close of the Village. As an example, our Bowling Reception Manager started work with us as a temporary staff member during Aberdeen Christmas Village in 2015.
- JCPF draw upon local business expertise and experience to successfully deliver Aberdeen Christmas Village using as many local suppliers as possible to support the local economy and people.
- 90% of food and drink for the operation of the event is sourced locally.
- The event attracts visitors both locally and further afield to Aberdeen and raises awareness of Aberdeen as a cultural destination.
- Aberdeen Christmas Village provides an opportunity to showcase local community projects, initiatives and groups such as performing arts, choirs etc through the 'Band Stand' in Marischal Square.
- In addition, further opportunities are available at the opening ceremony, and long term over the course of the next few years possibly at other key locations such as Union Terrace Gardens.
- 'Christmas in the Quad' is open 5 weekends of Aberdeen Christmas Village and now presents an opportunity to showcase up to 45 local producers and makers each week.
- 'Festive Fun Day' – engagement with charitable organisations and school inclusion groups with the aim of including those who might not ordinarily be able to attend the event.
- Aberdeen Christmas Village 'chosen charity' – showcasing a specific local charity each year to highlight all the positive aspects of what they bring to the community and local people with a view to increasing their profile and encouraging engagement with the wider community

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	13 March 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Lease of Sports Pitch at Cloverhill
REPORT NUMBER	RES/24/073
DIRECTOR	Steven Whyte
CHIEF OFFICER	Stephen Booth
REPORT AUTHOR	Cate Armstrong
TERMS OF REFERENCE	4.1 and 4.4

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to advise Committee of the Terms for the proposed lease of the 3G Sports Pitch at Cloverhill.

2. RECOMMENDATION(S)

That Committee:-

- 2.1 Approve the proposal for the Council to enter into a long term ground lease of the subjects.
- 2.2 Instruct the Chief Officer – Governance to conclude the appropriate legal agreements incorporating various qualifications as are necessary to protect the Council's interest.

3. CURRENT SITUATION

- 3.1 The Council purchased 22.54 HA of land at Cloverhill, Ellon Road, Aberdeen. This was purchased as a development site which had planning consent for 536 residential units, 3 retail units, a community hall and a 3G sports pitch. See Appendix 1. The property was purchased on the 12th January 2022.
- 3.2 The development was purchased as a design and build contract; effectively at the date of purchase, the site benefitted from full planning consent and agreements were in place in terms of the developer's obligations, construction contracts etc.
- 3.3 As part of the purchase agreement the Council was tied into a number of third party undertakings one of which was that within 3 years of the Development Commencement Date the Council would 'make reasonable endeavour' to enter into an agreement with Bridge of Don Thistle Junior Football Club for the

provision of a 3G sports pitch with associated facilities within the development. Bridge of Don Thistle would be offered a long ground lease at a nominal rent for the use of the pitch and provide access for public use. See Appendix 2 for an indicative layout plan.

- 3.4 The 3G pitch forms part of Phase 4A of the development, and completion is expected to be in October 2025. In order to comply with the terms as set out in the offer we have progressed the discussions with Bridge of Don Thistle to agree a 125-year ground lease, for an annual rent of £1.00.
- 3.5 As part of the Tenant's obligations Bridge of Don Thistle have agreed to deliver, at their own cost, a suitable permanent changing facility for the sports pitch. This will include appropriate changing rooms, shower facilities, storage space and toilet facilities.
- 3.6 Bridge of Don Thistle agree to allow public use of the facilities as required by the Section 75 planning agreement, and will allow Aberdeen City Council use for Sports Development activities, of the facilities between 9.00 – 16:30 hours during the School term time. There will also be availability during the school vacation periods for Council led or supported coaching programmes. Timetables and any cost associated with this use will be subject regular review to the mutual satisfaction of both parties.
- 3.7 The full details of the agreement are provided in the Heads of Terms shown in Appendix 3.

4. FINANCIAL IMPLICATIONS

- 4.1 The construction of the 3G sports pitch was provided as part of the purchase of the larger residential development. By approving the 125 year lease to Bridge of Don Thistle, the football club will take on the responsibility for providing the changing facilities for the subjects and the ongoing maintenance works for the facility.

5. LEGAL IMPLICATIONS

- 5.1 Subjects of this nature, not required for operational purposes, would generally be placed on the market to allow other sports clubs or organisations to express their interest; however in view of the circumstance under which the subjects have come into the Council's ownership we are obliged to make reasonable endeavors to reach an agreement with Bridge of Don Thistle and given the Tenants obligations around providing the Changing Facility at their own cost and their commitment to provide access for public use and to support the Council's programmes we are satisfied that the proposal represents best value to ACC.

6. ENVIRONMENTAL IMPLICATIONS

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

7. RISK

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Strategic Risk	No significant risks identified			
Compliance	Requirement to meet best value	The Council must ensure that the tenant provides the noted access to the public / council throughout the duration of the lease		Yes
Operational	No significant risks identified			Yes
Financial	Requirement to meet best value	Ensuring the provision of the permanent changing facilities along with the on-going public access and access for Council sports programmes at no additional cost to the Council is on-going.	L	Yes
Reputational	The Council may be criticised for not have put the subjects on the open market for lease.	The Council was bound by the legal agreement between itself and the sellers of the development to honour the arrangement negotiated prior to the purchase	L	Yes
Environment / Climate	No significant risks identified		L	Yes

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN 2023-2024</u>	
Impact of Report	
Aberdeen City Council Policy Statement <u>Working in Partnership for Aberdeen</u>	<p>The proposals within this report support the delivery of the following aspects of the policy statement:-</p> <ul style="list-style-type: none"> • Seeking to improve quality of life

	<ul style="list-style-type: none"> • Making a better place for people to live, work, raise a family and visit.
<u>Local Outcome Improvement Plan</u>	
Prosperous People Stretch Outcomes	<p><i>The proposals within this report support the delivery of some or all Children & Young People Stretch Outcomes 4 to 7 in the LOIP as the paper seeks approval for the grant of a lease for a new sports facility where sports activities will be available to the general public which will provide direct and indirect support to a number of the improvement projects within the LOIP.</i></p> <p>Increasing children’s knowledge and understanding of their own physical and mental wellbeing.</p> <p>By meeting the health and emotional wellbeing needs of our care experienced children and young people they will have the same levels of attainment in education and positive destinations as their peers by 2026.</p> <p>95% of children living in our priority neighbourhoods (Quintiles 1 & 2) will sustain a positive destination upon leaving school by 2026.</p> <p>83.5% fewer young people (under 18) charged with an offence by 2026.</p> <p>100% of our children with Additional Support Needs/disabilities will experience a positive destination.</p> <p>Healthy life expectancy (time lived in good health) is five years longer by 2026</p>

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	<i>New Integrated Impact Assessment has been completed</i>
Data Protection Impact Assessment	Not required
Other	n/a

10. BACKGROUND PAPERS

None

11. APPENDICES

- 11.1 Appendix 1 – Cloverhill Site Plan
- Appendix 2 – Indicative Layout Plan
- Appendix 3 – Lease Heads of Terms

12. REPORT AUTHOR CONTACT DETAILS

Name	Cate Armstrong
Title	Estates Surveyor
Email Address	carmstrong@aberdeencity.gov.uk
Tel	01224 045519

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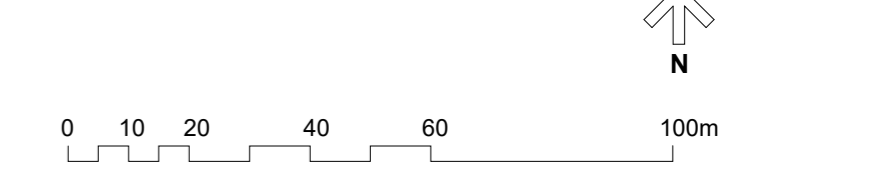


- ### KEY
- Existing tree to be retained
 - Existing tree to be removed
 - Proposed tree: 14-16cm girth, 4.5m to 6m height, Extra Heavy Standard, 2m clear stem, rootballed. Planted in tree pit with long double stakes or underground guying. Grass as the surface cover, with a 600mm diameter of bark surfacing around the trunk of each tree.
 - Proposed feathered trees, 2-2.5m high, bare root, 2x transplanted, single stake.
 - Proposed native woodland planting - 1 plant per m², 40% feathered trees 1.5m high, 60% transplants 60-80cm high, bare root
 - Proposed Silverburn woodland - 1 plant per m², 20% feathered trees 1.75m high, 80% transplants 60-80cm high, bare root
 - Proposed Silverburn riparian planting - 1 plant per m², 100% transplants 60-80cm high, bare root
 - Proposed native scrub planting - 1 plant per square metre, transplants, 40-60cm, bare root
 - Proposed amenity shrub planting - 7 plants per square metre, 3L pot, 40-60cm
 - Proposed shrub planting in secure garden for apartments, 7 plants per square metre, 3L pot, 40-60cm, climbers at 2m c/c
 - Proposed Hedge Type 1 - mixed native hedge planting - 8 plants per linear metre, double staggered row, 80-100cm, bare root, 1+2 transplant, shrub shelters
 - Proposed Hedge Type 2 - single species - Carpinus betulus - 8 plants per linear metre, double staggered row, 80-100cm, bare root, 1+2 transplant, shrub shelters
 - Proposed Hedge Type 3 - single species - Escallonia - 8 plants per linear metre, double staggered row, 80-100cm, bare root, 1+2 transplant, shrub shelters
 - Proposed wildflower lawn grass - Scotia Seeds SCM6
 - Proposed hay meadow grass - Scotia Seeds MG5
 - Proposed wet grassland, suggested mix - Scotia Seeds SCM2
 - Proposed amenity grass, suggested grass mix, British Seed Houses Mix A22 Low Maintenance, sown at 50g/m².
 - Proposed embayments created on edge of Silverburn, sown with aquatic edge habitat seed - Scotia Seeds SCF16
 - Proposed bark as loosefill surface in play area surfacing, Kompan Playchipp safer surfacing, 300mm depth minimum, pit lined with geotextile membrane, flexible timber edge, lag flush
 - Proposed windurst surface, 100mm Type 1 compacted hardcore with 6mm windurst blinding and timber edging
 - Proposed reinforced grass for SUDS area access
 - Footpath, dense bitumen macadam, with grey granite chips in surface course at 13kg/m², with Marshalls Conservation kerbing and edging, in primary streets
 - Footpath, dense bitumen macadam, with concrete edging
 - Proposed raised timber planter
 - Proposed rounded boulders for informal play, approx. size 500 - 1000mm diameter
 - Proposed willow tunnel
 - Proposed tree trunks for informal play, preferably locally sourced, approx. length 3-6m long, minimum diameter 500mm, suggested suppliers Forestry Commission / local authority
 - Proposed drystone wall for biodiversity enhancement, built on south facing SUDS bank, using stone retained from drystone walls on site
 - Proposed play area fencing, e.g. Jacksons Bowtop Anti-trap fence, 1.0m high, colour Black, with Jacksons Self Closing Gate, 1.2m wide
 - Proposed secure garden fencing, vertical timber fence, 1.5m high, with lockable gate, 1.2m wide
 - Proposed secure garden rotary dryer, e.g. Hills Supex Hoist Heavy Duty Rotary Ainer, 3270mm diameter
 - Proposed seat Type 1, galvanised steel and hardwood timber, size 2400L x 515W x 724h, Blueton ref 076.66 (13no.) (linear park, civic spaces)
 - Proposed seat Type 2, galvanised steel and hardwood timber, size 1800L x 650W x 830h, Blueton ref 094.04 (26no.) (play areas)
 - Proposed seat Type 3, concrete bench, 2000L x 450W x 450h, Blueton ref 0994.04 (8no.) (play areas)
 - Proposed seat Type 4, hardwood timber, 2000L x 580W x 770h, Blueton ref 0802.03 (8no.) (informal seating areas)
 - Proposed litter bin (25no.)
 - Proposed dog waste bin (20no.)
 - Proposed concrete slabs, 600x900x50mm, in secure garden areas, with concrete edging

NOTES:

- For information on plant species refer to drawings L(90)002, 003, 004.
- For information on existing and proposed levels refer to Fairhurst engineer drawings.
- For information on play equipment refer to Kompan equipment supplier drawings.
- For information on existing trees refer to Struan Dalgleish Tree Survey Report and Drawing.
- For information and location of acoustic barriers refer to RMP Noise Impact Assessment Reports.

Revision	Description	Date
P07	Changes to address planning comments: Re-alignment of central road	31.08.21
P06	Changes to address planning comments: Some park paths removed; additional trees at football pitch; remove trees to accommodate site layout changes; hand rest to A62 north	11.08.21
P05	Older play facility at sports pitch area omitted as instructed by Cognita Oak; townfield access road area amended; Tree survey information updated.	02.07.21
P04	Minor changes to address ACC Atkins review comments	25.06.21
P03	Stone seating walls removed; Stone walls removed; Amenity shrub planting and Secure Garden planting schedules updated; Secure garden area fence type changed; Shrub guards added to hedging	15.06.21
P02	Planting schedules updated to remove Salix and Populus feathered trees; Secure garden area paving surface changed; Grass type in verges changed; Tree species in North Football Park changed; Play boulders relocated to Sports pitch area.	28.05.21
P01	FOOTPATH REMOVED AT NORTH SUDS AREA; 2 PROPOSED TREES REMOVED AT A62 BOUNDARY; MINOR CHANGES TO GRASS AND PLANTING ALIGNMENT AT SOUTHERN JUNCTION	06.05.21



HALLIDAY FRASER MUNRO
 CHARTERED ARCHITECTS & PLANNING CONSULTANTS

Project:
LAND AT CLOVERHILL
 ABERDEEN

Client:
BANCON HOMES LTD

Title:
PROPOSED LANDSCAPE LAYOUT PLAN

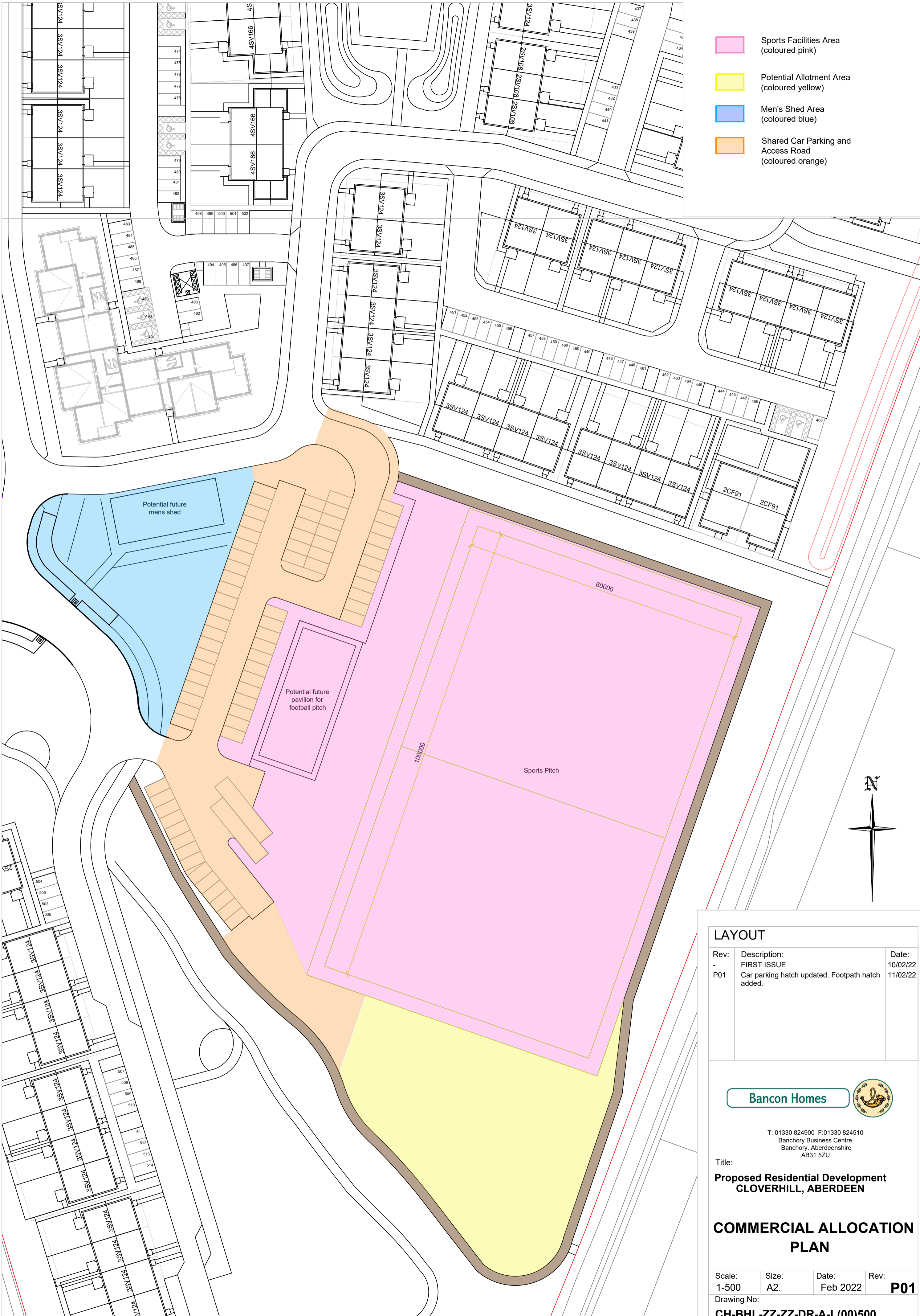
Identification / Location	Project Code	Revision Code	Version	Location / Level	Type	Scale	Classification	Number
11837	HFM	ZZ	ZZ	DR	A	L(90)		001

Drawing Status: **PLANNING** Revision: **P07**
 Scale: **1:1250 @ A1** Date: **APRIL 2021**

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- Sports Facilities Area (coloured pink)
- Potential Allotment Area (coloured yellow)
- Men's Shed Area (coloured blue)
- Shared Car Parking and Access Road (coloured orange)

LAYOUT		
Rev: -	Description: FIRST ISSUE	Date: 10/02/22
P01	Car parking hatch updated. Footpath hatch added.	11/02/22



T: 01330 824900 F: 01330 824510
 Banchory Business Centre
 Banchory, Aberdeenshire
 AB31 5ZU

Title:
**Proposed Residential Development
 CLOVERHILL, ABERDEEN**

**COMMERCIAL ALLOCATION
 PLAN**

Scale: 1-500	Size: A2.	Date: Feb 2022	Rev: P01
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Drawing No:
CH-BHL-ZZ-ZZ-DR-A-L(00)500

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1.	Subject Property:	<p>Cloverhill Sports Pitch [Address once confirmed]</p> <p>Comprising the land, any buildings (including any changing rooms and pavilion subsequently delivered by the Tenant), sports pitch surface, fences, footpaths and lighting contained within the Demise, and the adjacent shared car park.</p> <p>The Sports Pitch itself will be provided in accordance with the specification attached to the lease agreement.</p>
2.	Outline Sports Pitch Specification:	<ul style="list-style-type: none"> • 100mx60m (plus 3m run off area on all sides) • 3G Synthetic Sports pitch and all associated works including Drainage, Floodlights and Fencing. • The 3G Synthetic Sports pitch to be constructed with all Sub Base Upfill / Drainage and Membranes over entire area and finished on top with 3G Synthetic 60mm Pile finish – Constructed to current FIFA Quality Performance Standards. Kerbing to edge of pitch together with all Associated Line Markings. Pitch to be supplied with 1No Set of Football Goal Posts FBL 635 & 2 No Sets of Football Goal Posts FBL 439. • Pitch to be fitted with Floodlighting system comprising 6no Columns 15metre height with 200Lux Lighting Tops. All fed with power at edge of pitch. All cabling to be ducted and with duct chambers adjacent to Lights. • Pitch to be provided with 5.0metre high Black RAL 9005 Galvinised & PVC Powder Coated Ball Stop Fencing. Fencing to include Double Leaf Vehicle Access Gates & 2No Single Pedestrian Access Gates. • Area around Pitch to be Grass seeded. • All parts of Specification require to be Approved by Council prior to Construction
3.	Demise:	<p>As detailed on the attached plan, edged red extending to XX acres, as indicated on the attached plan. [LEGAL PLAN REQUIRED]</p>
4.	Landlord:	<p>Aberdeen City Council Marischal College Aberdeen AB10 1AB</p>
5.	Tenant:	<p>Bridge of Don Thistle Junior Football Club (Legal entity (a Trust) to be confirmed once the Heads of Terms are signed)</p> <p>Key contacts noted below; Barry Park Lewis Muirhead</p>
6.	Lease Term:	125 years

7.	Break Clause	<p>Year three, aligned with the commencement of works associated with the construction of the training facility</p> <p>Break out clause associated with running standards not being met.</p>
8.	Rent:	£1 per annum (if asked)
9.	Date of entry:	Completion of the pitch expected October 2025. Date of access TBC , subject to review with the main construction programme.
10.	Tenant Development Obligations:	<p>To deliver at the Tenant's own cost within the Development Period a suitable permanent changing facility on the site, in the position indicated on the attached plan (or other location subject to the agreement of the Landlord) exclusively associated with the sports pitch including appropriate changing rooms, showers facilities, storage space and toilet facilities.</p> <p>With the benefit of a required statutory consents and subject also to the reasonable approval of the Landlord of the designs prior to construction. For the avoidance of doubt, you are specifically advised that the approval hereby given is granted solely for the Council's interest as owner and does not mean that planning permission, if appropriate, or any other licences or permissions which may be necessary have or will be granted.</p> <p>Maintenance obligations to be reviewed and amended by the Landlord as required in line with the addition of changing facilities.</p> <p>Obligation to review, confirm satisfaction with, and comply with the current planning approval and associated conditions and amendments for the development land associated with the community football pitch and future changing room/pavilion. [Planning reference 191171/PPP and 210884/MSC]</p>

11.	Tenant Development Period:	<p>The Tenant must submit a planning application for the development of the changing facility and all other required statutory consents within 1 year of the date of entry. The Tenant will also submit to the Landlord for approval, a cost plan for their proposed development, advise on fund raising progress with details of how any shortfall in funding (if any) is to be addressed by the Tenant. <i>The following outlines specific criteria;</i></p> <p><i>Prior to the lease agreement being signed, BofDT are to provide an updated business plan to include;</i></p> <ol style="list-style-type: none"> 1. <i>Updated cost plan for the operation of the pitch</i> 2. <i>Financial forecast for the delivery of the pavilion and ancillary facilities</i> 3. <i>Statement of intent for applicable sponsorship and fundraising</i> <p><i>Before the end of year one of the lease agreement, BofDT are to provide;</i></p> <ol style="list-style-type: none"> 1. <i>Updated cost plan to outline the financial statement for year one</i> 2. <i>Cost plan for the delivery of the pavilion and ancillary facilities</i> 3. <i>Update on sponsoring and fundraising secured</i> <p>The Tenant must commence construction of the changing facility with 3 years of the date of entry. The Tenant must complete the construction of the training facility within 4 years of the date of entry and within 18 months of commencing construction.</p>
12.	Tenant Repairs and Maintenance obligations:	<p>To maintain on a full repairing and insuring basis the Subject Property and any associated buildings, in accordance with the Landlord's instructions appended to the lease agreement.</p> <p>To maintain the pitch in line with the Landlord's instructions and manufacturers guidelines.</p> <p>Maintenance requirements to be included in the lease agreement.</p> <p>[Schedule will need to be compiled and agreed by the parties.]</p>
13.	Cleaning:	<p>To keep the Subject Property and any buildings in clean and tidy condition at all times.</p>

14.	Community Benefits Package:	<p>Section A - Public Access</p> <p>I. Whilst acknowledging the Tenants' priority in terms of use of the Subject Property, access is to be granted for use of the facilities at the Subject Property by the general public without unnecessary or unreasonable hindrance within the following specified operating hours of the premises which will be subject to change by mutual agreement: [Schedule to be compiled and agreed by the parties.]</p> <p>II. The Subject Property will, in terms of design and programming and without discrimination, enable access and provide suitable facilities for a diverse range of users taking account of legislative requirements in this area.</p> <p>III. The Tenant will put in place a system of facility booking for use by the general public providing equitable opportunities for access, ensuring that any decision on the grant of such booking, subject to availability, is not unreasonably delayed or refused.</p> <p>Section B. Sports Development</p> <p>IV. In association with the Active Schools programme and Aberdeen City Council's Sports Strategy for active communities, the Tenant will permit reasonable use of the facilities at the property to Aberdeen City Council, during school term time between 0900 — 1630 hours. [Schedule and cost to be mutually agreed and subject to regular review by both parties]</p> <p>V. This use of the Property, restricted to an average maximum level of XX hours weekly(TBC), will be exclusively utilised in support of educational, community based or sports development priorities identified by Aberdeen City Council and partner organisations operating on a purely non-profit basis.</p> <p>VI. In association with Aberdeen City Council's Sport Development and Active Communities Programmes, the Tenant will permit reasonable use of the facilities at the property during school vacation periods for the provision of Aberdeen City Council led or supported coaching programmes.</p> <p>Charges applied to this use will be:</p> <ul style="list-style-type: none"> • internal coaching equivalent to Aberdeen City Council standard charge less XX%,(TBC) • external coaching equivalent to Aberdeen City Council standard charge, • commercial coaching equivalent to double Council standard charge <p>VII. The Tenant will ensure that a bi-annual meeting is convened in order to review, monitor and evaluate the conditions and application of this Community Benefits package. This meeting will involve local community representatives, Aberdeen City Council officers, facility users and wider stakeholders.</p>
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15.	Insurances:	The tenant will hold appropriate insurances [£10m required for Public Liability Insurance]. The landlord will insure the pitch facility and charge the tenant as appropriate.
16.	Common Charges:	The Tenant will be responsible for any common charges due in respect of the Sports Pitch and a prorated share of the common charges in respect of the shared car park.
17.	Use:	The Tenant will only use the property as a sports pitch with associated facilities (Class Use 10) for no other purpose, unless otherwise agreed in writing by the Landlord.
18.	Alienation:	No assignation, sub-letting or sharing the property without the prior written consent of the Landlord. For avoidance of doubt short-term lets are allowed. N.B. Any disposal of the leasehold interest will only be for the approved Use (as detailed above), including the Community Benefits Package as outlined above.
19.	Alterations:	Not to make any alterations to the Subject Property without the prior written consent of the Landlord, whose consent is not to be unreasonably withheld or delayed.
20.	Suspensive Conditions:	Council Committee Approval
21.	Landlord's Solicitor:	Aberdeen City Council Property Legal Team
22.	Tenant's Solicitor:	TBC
23.	Legal Costs:	Each party shall bear their own legal costs involved with the transaction with the Tenant responsible for any costs in relation to LBTT, recording dues and obtaining extracts.
24.	LBTT:	The Tenant shall be liable to pay all LBTT if applicable
25.	Requirements of Writing (Scotland) Act 1995:	In accordance with the terms of the Requirements of the Writing (Scotland) Act 1995, these terms are neither intended to create nor to be relied upon as creating any contractual relationship or commitment. Any contract should only be entered into by way of an exchange of missives by the parties' respective solicitors.

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	13 March 2024
EXEMPT	This report is not exempt, but Appendices 2 to 8 are (paragraph 8)
CONFIDENTIAL	No
REPORT TITLE	Work Plan & Business Cases
REPORT NUMBER	COM/24/067
DIRECTOR	Gale Beattie
CHIEF OFFICER	Craig Innes
REPORT AUTHOR	Mel Mackenzie
TERMS OF REFERENCE	1.1.5 & 1.1.6

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to present procurement work plans where expenditure is included for the Children’s and Family Services, Commissioning, Customer and Resources Functions to Committee for review and to seek approval of the total estimated expenditure for the proposed contracts as contained in the Procurement Business Cases appended to the report.

2. RECOMMENDATIONS

That the Committee: -

- 2.1 reviews the workplan as detailed in the Appendices for the Children’s and Family Services, Commissioning, Customer and Resources Functions;
- 2.2 approves the procurement business cases, including the total estimated expenditure for the proposed contract; and
- 2.3 approved the estimated expenditure on framework agreements as detailed in the Commissioning workplan.

3. CURRENT SITUATION

- 3.1 The ACC Procurement Regulations 2023 require that authority to incur expenditure must be sought prior to any invitation to tender or contract entered into. Contracts above £50,000 (supplies/services) or £250,000 (works) to be listed on a workplan with an associated Procurement Business Case and submitted by the relevant Chief Officer to the Finance and Resources Committee, committee approval is required prior to the procurement being undertaken.

3.2 Committee is asked to review the Children’s and Family Services, Commissioning, Customer and Resources Functions work plans and to approve the expenditure detailed in the Procurement Business Cases appended to the report.

4. FINANCIAL IMPLICATIONS

4.1 The indicative value of the proposed contract is shown within the workplan and in the Appendices. The ability to have an overview of contract expenditure is aligned to Core Outcomes of the LOIP and the whole systems commissioning cycle approach. The robust approach to governance ensures that all contracts are aligned to the approved budget provision for each financial year with controls in place for flexibility if required.

5. LEGAL IMPLICATIONS

5.1 The contracts shall be procured in accordance with procurement legislation and the Commercial Legal Team within C&PS shall provide legal advice, legal commentary has been sought and is included within each Business Case.

6. ENVIRONMENTAL IMPLICATIONS

6.1 Consideration is included within each Business Case as to how the proposed contract will support the Council’s climate commitments. If these are not to be included, officers are asked to confirm why this is the case. Standard wording is included in procurement templates to ensure this is captured at tender stage through to awarded contract.

7. RISK

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Strategic Risk	Contract expectations not being monitored or managed.	Contract Management consideration in business cases, guidance and training available for officers	M	Yes

Compliance	Failure to comply with internal procurement regulations and procurement legislation	Robust process for review of individual business cases and proposed approach to procurement.	L	Yes
Operational	Unable to control demand	Robust process and focus on demand reduction strategies, contract terms developed to be more flexible.	L	Yes
Financial	Escalation of costs Differing market conditions depending on commodity or service	A strong focus on value for money in all commissioning activities and market engagement or use of Business Intelligence to engage with market / ascertain changes/trends.	M	Yes
Reputational	Insufficient information provided by officers, lack of transparency.	Robust process for review of individual business cases and proposed approach to procurement.	L	Yes
Environment/ Climate	Failure to consider sustainable options.	Environmental consideration within business cases and environmental clauses within tender documents.	L	Yes

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN</u>	
	Impact of Report
Aberdeen City Council Policy Statement	The ability to have an overview of contract expenditure is aligned to Core Outcomes of the LOIP and the whole systems commissioning cycle approach.
Aberdeen City Local Outcome Improvement Plan	
Stretch Outcomes (Prosperous Economy/People/Place)	Community Benefits, Fair Work and Climate requirements are incorporated into all ACC Procurement Activity, consideration is given to the Stretch Outcomes within the LOIP at the development phase.
Regional and City Strategies	Details of anticipated outcomes and how they support key strategies are contained within the business case attached.
UK and Scottish Legislative and Policy Programmes	Details of the legislative and policy programmes to be complied with is contained within the business case attached.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	N/A - IIA screening and assessment will be conducted where required for individual business cases.
Data Protection Impact Assessment	Not required
Other	Not required

10. BACKGROUND PAPERS

None

11. APPENDICES

Public

Appendix 1- Final Revenue Work Plans- PUBLIC_FR_130324

Private

Appendix 2 - Final Revenue Work Plans PRIVATE_FR_130324

Appendix 3 Business Case Curo Salus

Appendix 4 Business Case Young Carers Support Service
Appendix 5 Business Case Outreach Housing Support & Housing First
Appendix 6 Business Case Stairlifts and Associated Equipment
Appendix 7 Business Case Gas Servicing Maintenance Extension
Appendix 8 Business Case Treasury Management

11. REPORT AUTHOR CONTACT DETAILS

Name	Melanie Mackenzie
Title	Strategic Commercial Manager
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Tel	07795 316388

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Children's and Family Services Work Plan	Committee: Finance & Resources	Date of Committee: 13 March 2024
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Reference	Function	Cluster	Description of Requirement	Type of Budget	Estimated Start date of Contract or Extension	Estimated End date of Contract (Excluding extension)	Maximum Extension Period (months)	Estimated End date of Contract (Including extension)	Summary
000-RHBU3813	Children's and Family Services	Integrated Children's and Family Services	Children's Residential and Education services (Curo Salus Ltd)	Revenue	01/04/2024	31/03/2027	0	31/03/2027	This contract provides for residential care services allowing the Council to meet its statutory duty to provide such services for 'looked after children'.
000-YBPH7655	Children's and Family Services	Integrated Children's and Family Services	Young Carer Support Service	Revenue	01/04/2024	31/03/2025	0	31/03/2025	The contract ensures Young Carers have access to a Young Carer Support Service who can provide individual advice and support, allowing the Council to meet its duties under the Carers (Scotland) Act 2016 provides Carers and the Carers Recognition and Services (Scotland) Act 1995. The extension is requested to allow for review of the young carer provision in tandem with the recommissioning of the

Commissioning (FWA) Work Plan	Committee: Finance & Resources	Date of Committee: 13 March 2023
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Reference (Framework Agreement)	Framework Agreement Host Organisation	Description of Requirement	Type of Budget	Estimated Start date of Contract or Extension	Estimated End date of Contract (Excluding extension)	Maximum Extension Period (months)	Estimated End date of Contract (Including extension)	Summary
1027	YPO	Street Lighting Products and Services	Revenue/Capital	13/11/2020	12/11/2024	0	12/11/2024	Supply of exterior lighting and associated electrical products and equipment, including lantern units, luminaires and associated internal components (e.g. lamps, control gear etc.), illuminated traffic signs, bollards and cables (including solar powered), smart city solutions, traffic signs, telecoms, variable message signs, festive illuminations and other exterior electrical products and equipment, including LED, Wifi, Lifi, IOT, Comms and Audio Equipment.

Customer Work Plan	Committee: Finance & Resources	Date of Committee: 13 March 2024
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Reference	Function	Cluster	Description of Requirement	Type of Budget	Estimated Start date of Contract or Extension	Estimated End date of Contract (Excluding extension)	Maximum Extension Period (months)	Estimated End date of Contract (Including extension)	Summary
CPC015908	Customer	Early Intervention and Community Empowerment	Outreach Housing Support & Housing First	Revenue	01/10/2024	30/09/2027	24	30/09/2029	The contract will provide ongoing housing support to individuals in permanent tenancies who have been assessed as having complex support needs and requiring longer term support and intensive long term support to homeless individuals considered to have multiple and complex needs.

Resources Work Plan	Committee: Finance & Resources	Date of Committee: 13 March 2024
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Reference	Function	Cluster	Description of Requirement	Type of Budget	Estimated Start date of Contract or Extension	Estimated End date of Contract (Excluding extension)	Maximum Extension Period (months)	Estimated End date of Contract (Including extension)	Summary
000-VNWF4424	Resources	Corporate Landlord & Operations & Protective Services	Stairlifts and Associated Equipment	Revenue	01/04/2024	31/03/2027	24	31/03/2029	The contract (Jointly procured by ACC, ACC HSCP, Bon Accord Care and Aberdeenshire Council) ensures that stairlifts and associated services are in place to meet individual needs and the statutory duty to provide social care needs. The contract will enable improvement in the value for money obtained in the provision of these services and ensure compliance with safety requirements etc. Aberdeen City Council is responsible for procuring curved stairlifts as a fixed asset other requirements would be met by Bon Accord Care.
000-DBKP9575	Resources	Corporate Landlord	Annual Servicing, Maintenance and Repairs to Domestic Central Heating Systems	Revenue	01/04/2024	31/03/2027	0	31/03/2027	The contract provides maintenance, call outs, breakdowns and repairs to all gas fired and renewable energy heating systems within ACC housing portfolio. The extension to the contract is requested to allow the service to take account of the changing demand to install renewable energy systems, the current supplier has committed to holding costs and to enhancing current community benefit provision.
000-AYDC9534	Resources	Finance	Treasury Management Services	Revenue	01/07/2024	30/06/2027	0	30/06/2027	The Council has an ongoing demand for the provision Treasury Management Consultancy Services. This contract assists the Council in the following ways: <ul style="list-style-type: none"> - To minimise borrowing costs by providing debt management advice - To provide pro-active investment counterparty advice - To assist optimum performance of investments agreed within the Treasury Strategy

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