

Public Document Pack



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

Town House,
ABERDEEN 1 May 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, 8 MAY 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>

ALAN THOMSON
INTERIM CHIEF OFFICER – GOVERNANCE

B U S I N E S S

NOTIFICATION OF URGENT BUSINESS

1.1. Urgent Business

DETERMINATION OF EXEMPT BUSINESS

2.1. Determination of Exempt Business

DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

3.1. Declarations of Interest and Transparency Statements

DEPUTATIONS

4.1. Deputations

MINUTE OF PREVIOUS MEETING

- 5.1. Minute of Previous Meeting of 13 March 2024 (Pages 5 - 14)

COMMITTEE PLANNER

- 6.1. Committee Planner (Pages 15 - 26)

NOTICES OF MOTION

- 7.1. Notices of Motion

REFERRALS FROM COUNCIL, COMMITTEES AND SUB COMMITTEES

- 8.1. Referrals from Council, Committees and Sub Committees

BUDGETS

- 9.1. Council Financial Performance - Quarter 4, 2023/24 - CORS/24/138 (Pages 27 - 54)
- 9.2. Grant Review - CR&E/24/126 (Pages 55 - 60)
- 9.3. UK Shared Prosperity Fund - CR&E/24/127 (Pages 61 - 80)
- 9.4. Ferryhill School Suitability Improvements: Outline Business Case - F&C/24/135 (Pages 81 - 86)

There is an exempt appendix in the Exempt Appendices Section below.

- 9.5. St Machar Grounds Improvements: Outline Business Case - F&C/24/134 (Pages 87 - 92)

There is an exempt appendix in the Exempt Appendices Section below.

- 9.6. Harlaw Academy Suitability Improvements: Outline Business Case - CR&E/24/136 (Pages 93 - 100)

There is an exempt appendix in the Exempt Appendices Section below.

- 9.7. A92 Murcar North – Active Travel Scheme Development - CR&E/24/129
(Pages 101 - 140)
- 9.8. Aberdeen eBike Hire Scheme - CR&E/24/132 (Pages 141 - 148)
- 9.9. International Travel - CR&E/24/159 (TO FOLLOW)

SERVICE DELIVERY

- 10.1. ABZWorks Employability Grant - CR&E/24/130 (Pages 149 - 154)

CITY GROWTH AND STRATEGIC PLACE PLANNING

- 11.1. Marks & Spencer Building, St Nicholas Street - CR&E/24/157 (Pages 155 - 160)

PROPERTY AND ESTATES

- 12.1. The Deeside Way and Proposed Inchgarth Retirement Village, Cults - F&C/24/133 (Pages 161 - 168)

WORK PLAN AND BUSINESS CASES

- 13.1. Work Plan and Business Cases - CORS/24/131 (Pages 169 - 190)

There are exempt appendices in the Exempt Appendices Section below.

EXEMPT/CONFIDENTIAL BUSINESS

- 14.1. Proposed Sale of Land at Denwood/Hazlehead - F&C/24/137 (Pages 191 - 200)

EXEMPT APPENDICES

- 15.1. Work Plan and Business Cases - Exempt Appendices (Pages 201 - 280)
- 15.2. Ferryhill School Suitability Improvements: Outline Business Case - Exempt Appendix (Pages 281 - 328)
- 15.3. St Machar Grounds Improvements: Outline Business Case - Exempt Appendix (Pages 329 - 354)

15.4. Harlaw Academy Suitability Improvements: Outline Business Case - Exempt Appendix (Pages 355 - 390)

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

FINANCE AND RESOURCES COMMITTEE

ABERDEEN, 13 March 2024. Minute of Meeting of the FINANCE AND RESOURCES COMMITTEE. Present:- Councillor McLellan, Convener; Councillor Yuill, Vice-Convener; and Councillors Allard, Brooks, Cooke, Farquhar, Greig, Malik 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 15.1 (Christmas Village Feedback Report – Exempt Appendices); and item 15.2 (Work Plan 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 16 (paragraph 6) and article 17 (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 were intimated:-

- (1) Councillor Brooks advised that he had a connection in relation to agenda item 9.4 (UK Shared Prosperity Fund) by virtue of him being a trustee with TLC (SCIO) a partnering organisation with ACVO, however having applied the objective test, he did not consider that he had an interest and would not be withdrawing from the meeting;
- (2) Councillor Greig advised that he had a connection in relation to agenda item 9.4 (UK Shared Prosperity Fund) by virtue of him being a Council appointed member of Great Western Community Trust, however having applied the objective test, he did not consider that he had an interest and would not be withdrawing from the meeting; and
- (3) the Vice Convener declared an interest in item 9.4 (UK Shared Prosperity Fund), by virtue of him being a Council appointed Director of Aberdeen Renewable Energy Group. He considered that the nature of his interest would require him to leave the meeting prior to consideration of the item.

FINANCE AND RESOURCES COMMITTEE

13 March 2024

MINUTE OF PREVIOUS MEETING OF 30 JANUARY 2024

3. The Committee had before it the minute of meeting of the Finance and Resources Committee of 30 January 2024.

The Committee resolved:-

to approve the minute, subject to amending the sederunt to read that Councillor Brooks was in attendance and Councillor Houghton was not.

COMMITTEE PLANNER

4. The Committee had before it the Committee Business Planner prepared by the Interim Chief Officer - Governance.

The Committee resolved:-

- (i) to remove item 8 (External Transportation Links to Aberdeen South Harbour) from the planner, for the reasons outlined therein;
- (ii) to note the reason for deferral in relation to item 6 (Review of all Grants Awarded by the Council - Alignment to 3 Tier Prevention Approach), item 11 (School Estate Plan: Harlaw Academy Condition & Suitability Improvements – Outline Business Case), item 13 (Denis Law Trail), item 21 (School Estate Plan: Victorian School Building Improvements – Outline Business Case), item 22 (School Estate Plan: Sunnybank School relocation of additional services – Outline Business Case), item 33 (School Estate Plan: Denominational Primary Schools), item 34 (School Estate Plan: Loirston Loch Primary School Provision - Outline Business Case), item 41 (School Estate Plan: Grandhome / Oldmachar / Bridge of Don Secondary School Provision – Outline Business Case) and item 42 (School Estate Plan: Bucksburn and Dyce Secondary School Provision – Outline Business Case); and
- (iii) to otherwise note the Committee Business Planner.

UNION STREET EMPTY SHOPS ACTION PLAN – PROGRESS UPDATE - COM/24/066

5. With reference to article 10 of the minute of meeting of 5 July 2023, the Committee had before it a report by the Director of Commissioning which provided an update on the Union Street Empty Shops Action Plan, including the improved figures for vacant units and footfall against 2022 benchmarks.

The report recommended:-

that the Committee –

- (a) note 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;

FINANCE AND RESOURCES COMMITTEE

13 March 2024

- (b) note 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;
- (c) note that Aberdeen City Council approved an additional £500,000 towards the Grant Scheme at its Budget meeting on 6 March 2024;
- (d) approve the updates to Union Street Empty Shops Grant Scheme Guidance as outlined in Section 3.20;
- (e) note 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;
- (f) instruct the Chief Officer – City Development and Regeneration to progress the priority activities set out in Section 3.27 over the next 12 months; and
- (g) instruct the Chief Officer – City Development and Regeneration to provide an annual update on progress.

The Convener, seconded by Councillor Greig, moved:-
that the Committee approve the recommendations contained within the report.

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

- (1) note the recommendations contained within the report; and
- (2) agree that regardless of any incentives, Union Street and our City Centre will never reach its potential without pedestrianisation of the middle section of Union Street.

On a division, there voted:- for the motion (5) – the Convener, the Vice Convener and Councillors Allard, Cooke and Greig; for the amendment (4) – Councillors Brooks, Farquhar, Malik and Watson.

The Committee resolved:-
to adopt the motion.

TRANSPARENCY STATEMENT

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

BEACHFRONT MASTERPLAN PHASE A: PROJECTS UPDATE - RES/24/071

6. With reference to article 2 of the minute of meeting of Council of 11 September 2023, the Committee had before it a report by the Director of Commissioning which

FINANCE AND RESOURCES COMMITTEE

13 March 2024

provided a progress update of the Beachfront Masterplan Public Realm Phase A Projects: Beach Park, Events Park and Broadhill.

The report recommended:-

that the Committee note the update from the Chief Officer – Commercial and Procurement on progress of the Beachfront Masterplan Public Realm Phase A Projects.

The Convener, seconded by Councillor Greig, moved:-

that the Committee approve the recommendation contained within the report.

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

that the Committee:-

- (1) note the contents of the report; and
- (2) agree without actively looking to promote a new Football Stadium at the beach front for Aberdeen Football Club, any proposals contained within this Beach Masterplan report will fail to deliver meaningful community benefit.

On a division, there voted:- for the motion (5) – the Convener, the Vice Convener and Councillors Allard, Cooke and Greig; for the amendment (4) – Councillors Brooks, Farquhar, Malik and Watson.

The Committee resolved:-

to adopt the motion.

PLACE BASED INVESTMENT PROGRAMME - COM/24/072

7. With reference to article 7 of the minute of meeting of 29 March 2023, the Committee had before it a report by the Director of Commissioning which sought approval for the allocation of grant funding from the Place Based Investment Programme (PBIP) fund 2023/24.

The report recommended:-

that the Committee –

- (a) approve 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
- (b) approve 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.

The Committee resolved:-

to approve the recommendations.

FINANCE AND RESOURCES COMMITTEE

13 March 2024

At this juncture, in accordance with Article 2 of this minute, the Vice Convener left the meeting prior to consideration of the following item of business and Councillor Radley joined the meeting as his substitute.

UK SHARED PROSPERITY FUND - COM/24/075

8. With reference to article 14 of the minute of the previous meeting of 30 January 2024, 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 and Place

- (a) award up to £60,000 to Aberdeen Council of Voluntary Organisations LTD (ACVO) for Aberdeen Third Sector Hub feasibility Study;
- (b) award up to £99,200 to Aberdeen City Council for the Tall Ships Races Aberdeen 2025 Culture Programme 24/25;
- (c) award up to £26,447 to Growing2gether for the Strengthening Communities by Building Local Skills, Wellbeing and Resilience project;
- (d) award up to £63,000 to Look Again in partnership with Culture Aberdeen and northeast based freelancers for the Aberdeen Independents project;
- (e) award up to £37,000 to Soundfestival for the Soundcommunities project;
- (f) award up to £45,228 to St Georges Community Centre for the Saint Georges Community Centre project;
- (g) award 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;
- (h) award up to £116,777 to Avenue for Mental Health and Relationship Support for Families and Individuals in Aberdeen;

UKSPF Local Business Support

- (i) award up to £562,680 to Aberdeen City Council to enable delivery of Business Start-up grants;
- (j) 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;
- (k) instruct 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

- (l) award up to £827,773.44 to ABZ Works for the Core Numeracy Project; and
- (m) approve 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

FINANCE AND RESOURCES COMMITTEE

13 March 2024

by Local Authorities to ensure robust delivery and monitoring of the UKSPF Programme.

The Convener, seconded by Councillor Greig, moved:-
that the Committee approve the recommendations contained within the report.

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

- (1) note the recommendations contained within the report;
- (2) agree that the Council are using the UK shared prosperity fund to deliver on projects formerly paid for by the General Fund; and
- (3) agree to encourage an application from VSA Aberdeen to cover the money the administration failed to give them at the Council budget meeting on 6 March 2024.

On a division, there voted:- for the motion (5) – the Convener and Councillors Allard, Cooke, Greig and Radley; for the amendment (4) – Councillors Brooks, Farquhar, Malik and Watson.

The Committee resolved:-

- (i) to adopt the motion; and
- (ii) to instruct the Chief Officer - City Development and Regeneration to email the Committee members the names of the applicants which were declined to receive an award and to consider how best this information could be included within future reports.

CAPITAL PROGRAMME DELIVERY: PROJECTS UPDATE - RES/24/070

9. With reference to article 8 of the minute of meeting of 22 November 2023, the Committee had before it a report by the Director of Resources which (1) summarised the general progress of delivery of key capital expenditure projects identified within the approved Capital Programme from the General Fund and Housing Revenue Accounts; (2) highlighted those issues considered worthy of particular note which were specific to individual programmes/projects; and (3) incorporated a review of any recent reprofiling of the General Fund Capital Programme, which had been carried out to take account of any current project related factors.

The report recommended:-

that the Committee –

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

The Convener, seconded by Councillor Greig, moved:-

FINANCE AND RESOURCES COMMITTEE

13 March 2024

that the Committee approve the recommendations contained within the report.

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

that the Committee –

- (1) note the contents of the report; and
- (2) agree every project listed within the report with the exception of Clinterty Travellers Site and Complex Care were projects started by the previous administration.

On a division, there voted:- for the motion (5) – the Convener, the Vice Convener and Councillors Allard, Cooke and Greig; for the amendment (4) – Councillors Brooks, Farquhar, Malik and Watson.

The Committee resolved:-

to adopt the motion.

BUSINESS CHARTER FOR ABERDEEN CITY COUNCIL - COM/24/068

10. With reference to article 11 of the minute of meeting of the Urgent Business Committee of 30 June 2020, the Committee had before it a report by the Director of Commissioning which provided an update on progress made in relation to the Business Charter for Aberdeen City Council.

The report recommended:-

that the Committee –

- (a) note the progress made and lessons learnt in relation to the deployment of the Business Charter;
- (b) 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;
- (c) 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
- (d) instruct the Chief Officer – City Development and Regeneration to report back, via a service update, on progress by May 2025.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) to note that officers would submit a report to a future meeting, should there be a requirement to consider any further recommendations.

FINANCE AND RESOURCES COMMITTEE

13 March 2024

PERFORMANCE MANAGEMENT FRAMEWORK REPORT – COMMISSIONING, RESOURCES AND P&OD - COM/24/065

11. The Committee had before it a report by the Director of Commissioning which provided information on 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 report and the performance information contained within the Appendix.

CHRISTMAS VILLAGE FEEDBACK REPORT - COM/24/064

12. The Committee had before it a report by the Director of Commissioning which presented the evaluation of the 2023 Christmas Village and provided an update on the public tender for event delivery in 2024-2026.

The report recommended:-

that the Committee –

- (a) note the findings of the evaluation of the 2023 Christmas Village;
- (b) instruct the Chief Officer – City Development and Regeneration to deliver the Christmas Village 2024 in line with the winning response to tender; and
- (c) instruct 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.

The Convener, seconded by Councillor Greig, moved:-

that the Committee approve the recommendations contained within the report.

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

that the Committee –

- (1) agree the recommendations contained within the report;
- (2) agree Aberdeen Inspired have been a valued partner in the delivery, funding and promotion of the Christmas Village over the years; and
- (3) instruct the Chief Officer - City Development and Regeneration to consult with the City Centre Manager, Aberdeen Inspired, to provide any additional information and report to the next Finance and Resources Committee if required.

FINANCE AND RESOURCES COMMITTEE

13 March 2024

On a division, there voted:- for the motion (5) – the Convener, the Vice Convener and Councillors Allard, Cooke and Greig; for the amendment (4) – Councillors Brooks, Farquhar, Malik and Watson.

The Committee resolved:-

to adopt the motion.

LEASE OF SPORTS PITCH AT CLOVERHILL - RES/24/073

13. The Committee had before it a report by the Director of Resources which provided details of the Terms for the proposed lease of the 3G Sports Pitch at Cloverhill.

The report recommended:-

that the Committee –

- (a) approve the proposal for the Council to enter into a long term ground lease of the subjects; and
- (b) instruct the Chief Officer – Governance to conclude the appropriate legal agreements incorporating various qualifications as are necessary to protect the Council's interest.

The Committee resolved:-

to approve the recommendations.

WORK PLAN AND BUSINESS CASES - COM/24/067

14. 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, Commissioning, Customer and Resources Functions 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 Cases were for the following:-

- Curo Salus;
- Young Carers Support Service;
- Outreach Housing Support & Housing First;
- Stairlifts and Associated Equipment;
- Gas Servicing Maintenance Extension; and
- Treasury Management.

The report recommended:-

that the Committee –

- (a) review the workplan as detailed in the Appendices for the Children's and Family Services, Commissioning, Customer and Resources Functions;

FINANCE AND RESOURCES COMMITTEE

13 March 2024

- (b) approve the procurement business cases, including the total estimated expenditure for the proposed contract; and
- (c) approve the estimated expenditure on framework agreements as detailed in the Commissioning workplan.

The Committee resolved:-

to approve the recommendations.

DISPOSAL OF FORMER OFFICES AT 1 QUEENS GARDENS - RES/24/074

15. The Committee were advised that this report had been withdrawn and would be submitted for consideration at the next meeting of the Committee.

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

CHRISTMAS VILLAGE FEEDBACK REPORT - EXEMPT APPENDICES

16. The Committee had before it exempt appendices relating to the Christmas Village Feedback report. (article 12 of this minute refers).

The Committee resolved:-

to note the information contained within the exempt appendices.

WORK PLAN AND BUSINESS CASES - EXEMPT APPENDICES

17. The Committee had before it exempt appendices relating to the Work Plan and Business Cases report. (Article 14 of this minute refers)

The Committee resolved:-

to note the information contained within the exempt appendices.

- **COUNCILLOR ALEX MCLELLAN, Convener**

	A	B	C	D	E	F	G	H	I
1	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.								
2	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3			08 May 2024						
4	Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Mel Mackenzie	Commercial and Procurement	Corporate Services	1.1.5 1.1.6		
5	Invest Aberdeen Update	Required annual report on the activities of the Invest Aberdeen regional inward investment hub over the 2023-24 financial year.		Danielle McKinlay/ Jim Johnstone	City Development and Regeneration	City Regeneration and Environment	2.1.1 3.4	R	There are no decisions for the Committee to consider. therefore a Service Update would be circulated on 1/5/24.
6	Events Plan	The F&R Committee on 1/2/23 agreed to instruct the Chief Officer - City Growth to re-convene the Event 365 Group as outlined in Section 3.19-3.21 in this report and to report annually to this Committee on the progress to implement the Event Plan		Matthew Williams	City Development and Regeneration	City Regeneration and Environment	2.1.2 3.2	R	There are no decisions for the Committee to consider. therefore a Service Update was circulated on 25/4/24
7	Council Financial Performance - Quarter 4, 2023/24	to present the Council Financial Performance - Quartely report to Committee for consideration.		Lesley Fullerton	Finance	Corporate Services	1.1		
8	(Title to be Confirmed) Report relating to Councillor Thomson's Motion	The F&R Committee on 30/1/24 agreed 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.		Jonathan Belford	Finance	Corporate Services	1.1	D	The Chief Officer - Finance has unfortunately been unable to progress this instruction as quickly has had intended due to capacity being used to support the budget setting in February/March and year end in March/April. The intention is to have a report presented to the next Committee in August
9	Marks & Spencer Building, St Nicholas Street	Council on 8/2/24 agreed to instruct the Chief Officer - City Growth to report to the Finance and Resources Committee on 8 May 2024, subject to the requirements of commercial confidentiality, on developments relating to the St. Nicholas Street building.		Jen Lawie	City Development and Regeneration	City Regeneration and Environment	1.1.17		

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
10	Financial Settlement from Transport Scotland for the De-trunking of the A92/A96 (Haudagain Improvement)	Following the new link road opening in 2022 the report will outline the financial settlement from Transport Scotland for the detrunking of the old section of the Trunk Road, relative to the new Haudagain improvement which was handed back to ACC on 1/4/2023.		Neale Burrows	Operations	City Regeneration and Environment	1.1.18 1.1.19	D	Transport Scotland have provided their initial proposal report which has been reviewed by officers. A number of queries have been raised with Transport Scotland and a formal response to these is required. As these have a financial impact to the final settlement it would be prudent to delay until these are clarified.
11	Ferryhill School Suitability Improvements: Outline Business Case	To seek approval of an outline business case for making improvements to the condition and suitability of the Ferryhill School building, as detailed in the School Estate Plan	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 Ferryhill School improvements, which is now expected to be submitted to the Finance and Resources Committee for approval on 08/05/24.	Andrew Jones	Corporate Landlord	Families and Communities	1.1.4		
12	St Machar Grounds Improvements: 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	Corporate Landlord	Families and Communities	1.1.4		
13	Disposal of Former Offices at 1 Queens Gardens	To Advise Committee of the outcome of the marketing of 1 Queens Gardens	On 13/3/24, the Committee were advised that this report had been withdrawn from the agenda.	Cate Armstrong	Corporate Landlord	Families and Communities	4.1 4.4	D	Officers have gone back to the bidder asking for clarification around the details of his offer so that we can more fully understand how the offer price would be affected by the suspensive conditions. The report will be taken back to Committee (at the next meeting) for approval once this is more fully understood

	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									
14	Grant Review	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.	On 13/3/24 the Committee noted that the report had 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.	Laura Paterson	City Development and Regeneration	City Regeneration and Environment	1.1.11 2.1.6		
15	Harlaw Academy 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	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.	Andrew Jones	Corporate Landlord	Families and Communities	1.1.4		
16	UK Shared Prosperity Fund	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).		Laura Paterson	City Development and Regeneration	City Regeneration and Environment	1.1.8 1.1.11 3.4		
17	A92 Murcar North – Active Travel Scheme Development	This report advises Members of the outcomes of the Outline Business Case (OBC) undertaken for the A92 Murcar North Active Travel scheme. A discussion on the findings from the report is provided, along with recommendations on the next steps for the approved option.		Ken Neil	Strategic Place Planning	City Regeneration and Environment	1.1.4		
18	Proposed Sale of Land at Denwood/Hazlehead	This report will advise Committee regarding an offer received to sell the Council's outright heritable interest in circa 13.58 acres of greenfield land located between Denwood and Hazlehead.		Jonathan Steele	Corporate Landlord	Families and Communities	4.1 4.4		
19	The Deeside Way and Proposed Inchgarth Retirement Village, Cults	This report will advise Committee of the approach from the developer of the proposed Inchgarth Retirement Village, Cults, seeking the appropriate paperwork from the Council, as owner of the adjacent Deeside Way, to enable a bridge structure to be constructed in the air space above the Way, and which shall form part of the proposed new link road passing through the development to connect North Deeside and Inchgarth Roads		Jonathan Steele	Corporate Landlord	Families and Communities	4.1 4.4		

	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									
20	ABZWorks Employability Grant	To seek approval to provide employability grant funding to Bon Accord Care to fund a Learning and Development Facilitator for 1 year.		Ishbel Greig	City Development and Regeneration	City Regeneration and Environment	2.1.1		
21	Aberdeen eBike Hire Scheme	To gain approval for Members to formally re-tender for the bicycle rental scheme		Donald Kinnear	Strategic Place Planning	City Regeneration and Environment	1.1.5 2.1.1		
22	International travel	To approve international travel for the Lord Provost		Jim Johnstone	City Development and Regeneration	City Regeneration and Environment	GD 5		
23			07 August 2024						
24	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	Corporate Services	1.1.5 1.1.6		
25	Council Financial Performance - Quarter 1, 2024/25	to present the Council Financial Performance - Quartely report to Committee for consideration.		Lesley Fullerton	Finance	Corporate Services	1.1		
26	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	Corporate Services	2.1.3		
27	Cluster Risk Register	To present Cluster Risk Register and Assurance Maps in accordance with TOR		Ronnie McKean	Chief Officers	Directors			
28	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 Development and Regeneration	City Regeneration and Environment			

	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	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	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.	Andrew Jones	Corporate Landlord	Families and Communities	1.1.4		
29	Heritage and Place Programme Area Partnership Board – Terms of Reference	To obtain approval for the governance structure for the Heritage and Place Programme (H&PP) and H&PP , to allow the structure and terms of reference to form part of the second round (Delivery Phase) application to Historic Environment Scotland and the National Lottery Heritage Fund		Sian Loftus	Strategic Place Planning	City Regeneration and Environment	3.2 3.4		
30	UK Shared Prosperity Fund	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).		Laura Paterson	City Development and Regeneration	City Regeneration and Environment	1.1.8 1.1.11 3.4		
31									
32			12 September 2024						
33	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	Corporate Services	1.1.5 1.1.6		
34	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	Corporate Services	1.1		

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2	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.	On 13/3/24, the Committee noted that 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	Jim Johnstone	City Development and Regeneration	City Regeneration and Environment	1.1.4		
48	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	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.	Andrew Jones	Corporate Landlord	Families and Communities	1.1.4		
49									
50			TBC						
51	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	Families and Communities	1.1, 1.1.4, 1.1.9 & 4.1		

This page is intentionally left blank

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources Committee
DATE	8 May 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Council Financial Performance – Quarter 4, 2023/24
REPORT NUMBER	CORS/24/138
DIRECTOR	Andy MacDonald
CHIEF OFFICER	Jonathan Belford
REPORT AUTHOR	Lesley Fullerton
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

1.1 To provide the full year actual financial position of the Council against budget for the financial year 2023/24, including:

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

2. RECOMMENDATIONS

That the Committee :-

- 2.1 Note the unaudited final outturn position for financial year 2023/24 as detailed in Appendix 1;
- 2.2 Note that the General Fund has recorded a balanced operational position for the year 2023/24. The uncommitted General Fund reserve remains in line with the approved Reserves Policy;
- 2.3 Note that the Housing Revenue Account has recorded a deficit of £1.525m for the year, and this will have to be funded from the uncommitted HRA reserve;
- 2.4 Note that the Common Good has recorded an operating surplus of £1.814m for the year, which is better than the approved use of cash reserves. After investment valuation changes and capital receipts are included, cash balances increased by £1.614m and remain in line with recommended levels;
- 2.5 Approve the various transfers for 2023/24, between Council Reserves and Earmarked sums for the General Fund, Housing Revenue Account, Common Good and Statutory Funds as of 31 March 2024, as detailed in Appendix 1;
- 2.6 Approve the reprofiling of the 2024/25 – 2027/28 capital programmes to take account of the year end position and that the outcome of this is incorporated into the 2024/25 Quarter 1 reporting; and

- 2.7 Note that the unaudited Annual Accounts for 2023/24 will be presented to Audit, Risk and Scrutiny Committee on 9 May 2024, including the Annual Governance Statement and Remuneration Report for the year.

3. CURRENT SITUATION

- 3.1 This report focuses on the final financial position for the year to 31 March 2024 for the Council's General Fund, Housing Revenue Account and Common Good.
- 3.2 The actual position for the year is presented in Appendix 1.

4. FINANCIAL IMPLICATIONS

- 4.1 The full year financial position is provided in Appendix 1 to this report and the revenue positions are summarised below:

Revenue	2023/24 Budget £'000	2023/24 Actual £'000	Variance (Under) / Over Budget £'000
General Fund	576,205	576,205	0
HRA	(500)	1,525	2,025
Common Good	0	(1,614)	(1,614)

- 4.2 Appendix 1 also includes a Management Commentary providing information on the 2023/24 financial position, including details of the movement between Reserves.
- 4.3 The capital position can be summarised as follows:

Capital	2023/24 Budget £'000	2023/24 Actual Expenditure £'000	Variance (Under) / Over Budget £'000
General Fund	241,813	110,443	(131,370)
HRA	159,015	124,288	(34,727)

- 4.4 The underspending on Capital is in relation to a wide range of projects, which have been reported on during the course of the year. These figures remain unaudited and are subject to that process being completed. Capital budgets, as appropriate, will be updated to take account of the continuing nature of capital investment projects, and be reprofiled to enable projects to be completed.
- 4.5 As a number of key projects move forward at the start of 2024/25, it is expected that the profile (across individual projects) will require to be revised by viring

approved budget from one project to another. This is because the values against the individual projects had initially been estimated.

4.6 The usable reserves have moved as follows:

Council Usable Reserves	Balance at 31 March 2023 £'000	Balance at 31 March 2024 £'000	Movement £'000
General Fund	(85,928)	(91,279)	(5,351)
HRA	(15,715)	(14,190)	1,525
Statutory & Other	(29,635)	(39,517)	(9,882)

4.7 The General Fund balance and Statutory & Other Reserves have increased during the year, and the HRA has decreased. Appendix 1 also shows the change in the value of earmarked sums during the year. The value of these change due to the nature of the earmarked sum as they are set aside for funding specific projects, and this can influence when the funds are used. Larger earmarked sums include Joint Venture Revaluation Surplus, Covid Grant funding - to be used for a range of purposes, Ukraine refugee funding, there is also money from the Council Tax account to support the development of affordable housing, and the Service Concession Reserve. The uncommitted balance that remains on the General Fund is £12m and is in line with the Council approved Reserves Policy (March 2024).

4.8 The decrease in the HRA is as a result of the operational deficit for 2023/24. The Statutory and Other Usable Reserves include the Capital Fund, Insurance Funds and Capital Receipts Unapplied Account. Transfers have included capital receipts and contributions from revenue.

4.9 At the year end the Council has retained a significant value in usable reserves, and managed the overall budget through a difficult and volatile year. The strength of the reserves position provides the basis for financial resilience required into 2024/25, where funding was approved to support the General Fund budget. The first quarter report and initial forecast for the year will be considered at the Finance and Resources Committee on 7 August 2024.

4.10 The Common Good Cash Balances are as shown in the table below. The cash position has increased from the start of the year due to the surplus in operating activities that has been partially offset by the investment valuation decrease.

Cash Balances	Balance at 31 March 2023 £'000	Balance at 31 March 2024 £'000	Movement £'000
Common Good	(37,384)	(38,998)	(1,614)

5. LEGAL IMPLICATIONS

5.1 There are additional reporting requirements due to the London Stock Exchange listing, for example the requirement to notify them ahead of publication of the report, that have to be taken into account when preparing 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	There is a risk that if the financial resilience of the Council is not maintained that strategic priorities and outcomes have to be compromised in the future.	There is a comprehensive approach to financial management of the council budgets, quarterly reporting, Medium Term Financial Strategy in place to support future planning.	M	Yes
Compliance	There is the risk that the accounts do not comply with legal and accounting legislation.	A year end accounts process is in place to ensure compliance. Annual external audits are undertaken to review the financial transactions and controls. Ongoing internal audits also review specific financial and service data.	L	Yes
Operational	There is the risk that there may be an IT system failure.	Daily backups taken and held offsite for security purposes. Constant review and update of security systems by Digital and Technology.	L	Yes
Financial	There is the risk that the external audit process	The year end and Annual Accounts have been prepared in the line with accounting	M	Yes

	identifies adjustments that have an impact on the usable reserves.	practice and standards and year end reviews have been carried out to ensure that the final position presented is comprehensive.		
Reputational	There is a risk that through the reduction of expenditure the Council may be criticised that spending is not in line with public expectation of service delivery.	The Council has continued to address priority spending areas, and to protect people. It is equally accountable for the use of public funds and to ensure that they are managed robustly. There are a wide range of unknown external factors that require to be balanced to deal with the current operating environment. Regular reporting during the year provides an ongoing description of the position the Council is in and the situations it faces.	M	Yes
Environment / Climate	None identified			n/a

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN</u>	
Impact of Report	
Aberdeen City Council Policy Statement	Financial planning, budget setting and resource allocation are all enablers for the delivery of the outcomes and regular performance reviews ensure that the Council's stewardship and financial management are robust.
Regional and City Strategies	The information within this report supports the Strategic Development Plan and Regional Transport Strategy by enabling financial planning, resource allocation and investment.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	No assessment required. I confirm this has been discussed and agreed with Jonathan Belford, Chief Officer Finance on 1 May 2024.
Data Protection Impact Assessment	Not required
Other	Not required

10. BACKGROUND PAPERS

None

11. APPENDICES

11.1 Appendix 1 – Financial Position for the Year 2023/24

12. REPORT AUTHOR CONTACT DETAILS

Name	Jonathan Belford
Title	Chief Officer - Finance
Email Address	jbelford@aberdeencity.gov.uk
Tel	

Name	Lesley Fullerton
Title	Finance Operations Manager
Email Address	lfullerton@aberdeencity.gov.uk
Tel	01224 067157



**FINANCIAL POSITION
FOR THE YEAR 2023/24**

Contents

Management Commentary	2
General Fund Revenue	7
Housing Revenue Account	12
General Fund Capital Programme	13
Housing Capital Programme	15
Prudential Indicators	16
Common Good	19
Reserves	20

Management Commentary

The purpose of the management commentary is to inform readers, helping them to assess how the Council is performing and understand our financial performance for the year to 31 March 2024.

It also provides an insight into the challenges we face and how we will address these challenges to provide assurance in relation to our financial stability, thus allowing our citizens to have confidence that we can continue to provide the diverse portfolio of services on which they rely.

Background

The Council maintains a General Fund, for day to day Council operations, and also a Housing Revenue Account, for administering the Council housing stock. These statutory funds both feature revenue and capital expenditure and income, and accounting practice, statutory guidance and the legislation all play a part in determining the financial performance reporting.

The Council is also responsible for the Common Good.

In March 2023 the Council set balanced budgets for financial year 2023/24. This took account of obligations and duties placed upon it by legislation and national priorities alongside local political priorities, and was the sixth budget designed around our commissioning approach and first around the updated Target Operating Model 1.2 (TOM1.2). The financial conditions in which the budget was set remained challenging as continued resource constraint, settlement conditions and funding targeted on specific projects / priorities meant that less money was available to fund the core Council operations that it had in place. Savings and efficiencies were a familiar and ever-present requirement in setting the budget and pressures did not reduce during the year requiring the strong financial management the Council has demonstrated.

Since the budget was approved in March 2024 there have been significant changes to the financial environment. The enduring implications of the pandemic placed pressure on achieving service income targets, while the additional demand to meet the needs of an increasing population, particularly in respect of education services, was a direct consequence of resettlement schemes to support over 1,300 Ukrainians and Afghans during 2023/24, at the same time as an increased number of families in the city following admission to the city Universities. The continued high cost of energy has affected almost all the Council's services and inflation has remained at high levels throughout much of the year, only to fall below 4% in the final quarter of the year. This has impacted the costs of supplies and services, fuel and energy.

The cost of borrowing rose to a peak in December 2022 but remained well above the levels experienced over the last decade or more, added to the challenges of inflation and supply chain issues in construction projects it has pushed up the costs of individual projects. For many projects the capital budget has had to be revised upwards during the course of the year.

The cost of new borrowing has remained higher than recent years and with construction inflation too at high levels, the Council should expect the cost of future capital investment to rise substantially for both the General Fund and the Housing Revenue Account.

A multi-billion pound Balance Sheet supported continued capital investment in the city and the strength of the balance sheet remains a key feature of the Council's financial resilience framework to support its sustainability, and also to support its regulatory requirements of

maintaining its credit rating, following the issue of bonds on the London Stock Exchange (LSE) in 2016.

The Housing Revenue Account budgets were set based on a rent increase of 4% for 2023/24 following a rent freeze for two years (2021/22 and 2022/23) and ongoing pressure from housing waiting lists, which underpinned a commitment to build 2,000 new council homes.

The Common Good budget was set using the investment returns from the land, property and cash held. Additional income was forecast from a new investment of Common Good cash balances with an external fund manager, which was approved by the Council in March 2021. A distribution of approximately £4m for the year covered a range of Council run and externally organised projects and activities.

Financial Performance Reporting and Annual Accounts

This is the final quarterly financial performance report for 2023/24 which meets the requirements of the Council and of the LSE, and provides financial transparency for citizens of the City and beyond.

Having reached the end of the financial year the Council has delivered on its early reporting commitment for each quarter and has again worked to a faster closedown, and early production of the Council's unaudited Annual Accounts, that will be presented to Audit, Risk and Scrutiny Committee on 9 May 2024. This enables the external audit to start earlier than would ordinarily be the case. This has continued to be a challenging task, especially given the impact of the scarcity of resources in key areas and the substantial funding streams that continued to be distributed until the year end. To achieve this there has been a focus on ensuring that robust procedures and deadlines were in place and communicated early to staff. The process commenced with the issue of year end instructions in November 2023 and officers are working with the auditors to present reports and audited Annual Accounts by 27 June 2024.

2023/24 Financial Position

• General Fund Revenue

The Council has achieved a balanced budget for 2023/24, this is shown in the table presented on page 7. The statutory guidance provided by the Scottish Government to reprofile the accounting treatment of the service concession payments has been implemented as approved in the budget.

While a balanced operational budget was achieved there were variances, as highlighted throughout the year, explanations are provided below (from page 8) for the key variances from budget.

The financial position takes into account the need for the Council to earmark certain sums that are recommended to be earmarked for use in future years, as required by statute or having arisen from unspent/received in advance grant funding. In the Quarter 3 report the forecast outturn of a balanced budget included the use of earmarked reserves, it has been possible to release the uncommitted contingencies within the General Fund budget to avoid the need to drawdown those earmarked reserves. Further information on reserves and earmarked sums is included in pages 20-21.

• **Housing Revenue Account**

The HRA delivered a deficit of £1.525m for the year and made no contribution to capital from revenue. There has been significant spending on Repairs and Maintenance this year with the impact of inflation and pay awards being particularly prevalent. In addition the cost of having more void properties resulted in lost rental income and additional council tax payments. The deficit will be funded by the HRA uncommitted reserve. A summary of the HRA is shown on page 12.

• **General Fund Capital**

The final position on the General Fund capital programme is provided on page 13, with the final spend for 2023/24 reflecting interim valuations for projects that were on site at 31 March 2024. An underspend has been forecast throughout the year due mainly to a wide range of factors affecting the construction supply chain. Differences between actual spend and forecast outturn will result in a realignment of budgets in Quarter 1, 2024/25.

The capital programme has been funded through a number of project specific grants and contributions, the use of reserves, general Scottish Government capital grant, with the difference being funded by borrowing.

• **Housing Capital**

The final position on the Housing capital programme is provided on page 15, including key project indicators and financial details. The decision was taken by Council to pause, retender and delay some of the new housing sites due to the financial environment. The capital programme has been funded predominantly through borrowing and, for a fourth year in a row, grant funding to support the new homes programme.

• **Reserves**

Having reached the end of the financial year and as in previous years, a review of the overall position for both revenue and capital, in the context of the Council's Balance Sheet and Reserves Policy has been undertaken and action taken to ensure the Council is suitably prepared for future revenue and capital investment purposes. This has included taking account of the decisions that were made by the Council at the budget setting meeting for financial year 2024/25.

This review has taken cognisance of the impact of adjustments required to ensure compliance with accounting standards, applying new standards and including making judgements and estimates to ensure that the unaudited Annual Accounts represent a true and fair view of the Council finances.

Year-end adjustments consider the implications of certain conditions such as the statutory provisions of the Capital Fund, HRA, statutory guidance in relation to the Loans Fund, Voluntary Severance / Early Retirement costs and transactions required across the Group.

In certain circumstances, funds are required to be earmarked for use in future years. This can be to fulfil statutory obligations or where funding has been received but not yet been spent. The

most significant of these at the end of 2023/24 were the Service Concession Reserve, Bus Lane Enforcement funds, Joint Venture revaluation surplus, reserves approved for use in 2024/25 Budget and Council Tax second/long term empty homes (affordable homes) income. The Council is able to earmark General Fund reserves for purposes that it determines, a significant example is the commitment to the Transformation Fund.

As agreed by the Council, 6 March 2024, a large part of the Service Concession Reserve funding has been utilised towards the General Fund Capital Programme, and further monies allocated towards the General Fund approved as part of the 2023/24 budget. This is reflected in the General Fund Reserve.

The review of reserves is reflected in the table below that summarise the Council's Usable Reserves at the start and end of 2023/24, and is also shown in more detail in the Reserves section on page 20.

The uncommitted reserves have been maintained at the recommended minimum of £12m, in compliance with the Council approved Reserves 2024 policy.

Subject to any findings and/or adjustments arising from the audit of the Annual Accounts it is requested that committee approve the sums shown on pages 20 and 21 as transfers to and from earmarked reserves.

31 March 2023 £'000	Usable Reserves	31 March 2024 £'000
(85,928)	General Fund	(91,279)
(15,715)	Housing Revenue Account	(14,190)
(29,635)	Statutory and Other Reserves	(39,517)
(131,278)	Total Usable Reserves	(144,986)

• Common Good

The year end position shows an operational surplus of £1.814m, and details are provided on page 20. This underspend was achieved through increased investment income, generated from the long-term multi-asset income fund investment with Fidelity, cash on deposit with the Council loans fund and investment income received from the Lands of Skene and Lands of Torry Charitable Trusts, after taking account of budgeted and one-off costs. The value of the underlying investment with Fidelity fell by £2.453m during the year resulting in an additional charge to the Common Good. All of this means the Common Good has increased cash balances at 31 March 2024 of £1.614m compared to the value budgeted.

Conclusion

This has been, financially an extremely challenging year with costs rising alongside demand for our services, while service income in places has not reached the levels expected. The Council has responded to the challenges by keeping spending to a minimum wherever possible, whilst recognising the huge demand and cost increases that have been managed, including rising school rolls from the influx of families to the city

Active management of the capital programmes has meant that capital investment expenditure was substantially lower than budgeted in both the General Fund and Housing Programmes despite the ongoing restrictions on construction sites and supply chain volatility. The decisions taken in August 2022 to pause, retender, defer and stop some of the approved projects has made a positive impact on spending and borrowing requirements in 2023/24. That said, during the year construction activity has progressed on a wide range of capital projects with a number being completed during the year, including the Energy from Waste facility and the South College Street Junctions improvement (Phase 1), and more new build housing was handed over.

Throughout, the overall financial performance of the Council reflects strong financial management and timely and transparent reporting of the quarterly position and full year position.

General Fund Revenue

Notes	As at 31 March 2024	Budget 2023/24	Actuals 2023/24	Variance (Actual - Budget)	to Statutory Funds	to Earmarked Reserves	from Earmarked Reserves	Q4 Variance after earmarking
		£000s	£000s	£000s	£000s	£000s	£000s	£000s
1	Children & Family Services	240,568	255,569	15,001		997	(421)	15,577
2	Resources	58,835	57,735	(1,101)		3,116		2,015
3	Customer	47,068	44,447	(2,621)		166		(2,455)
4	Commissioning	20,141	22,176	2,035		0		2,035
5	Integrated Joint Board	121,483	121,483	0				0
	Total Functions Budget	488,096	501,410	13,314	0	4,279	(421)	17,172
6	Miscellaneous Services	74,458	61,818	(12,641)	5,640	74		(6,927)
7	Contingencies	10,150	(4,194)	(14,344)	900	5,627		(7,817)
8	Council Expenses	1,549	1,421	(129)				(129)
9	Joint Boards	1,952	1,844	(108)				(108)
	Total Corporate Budgets	88,109	60,889	(27,221)	6,540	5,701	0	(14,980)
10	Non Domestic Rates	(257,797)	(257,378)	420				420
11	General Revenue Grant	(165,778)	(166,897)	(1,119)				(1,119)
	Government Support	(423,575)	(424,275)	(700)	0	0	0	(700)
12	Council Tax	(137,908)	(141,475)	(3,566)		1,981		(1,585)
	Local Taxation	(137,908)	(141,475)	(3,566)	0	1,981	0	(1,585)
13	Contribution from Reserves	(14,722)	0	14,722			(14,629)	93
	Contribution from Reserves	(14,722)	0	14,722	0	0	(14,629)	93
14	Deficit/Surplus	0	(3,451)	(3,451)	6,540	11,961	(15,050)	0
15	Contribution to Statutory Funds	0	6,540	6,540				
16	Contribution from Earmarked Reserves	0	(15,050)	(15,050)				
16	Contribution to Earmarked Reserves	0	11,961	11,961				
17	Deficit/(Surplus) after movement in Earmarked Reserves and Statutory Funds	0	0	0				

Notes

It should be noted that the full year budgets reflected above differ from those set by Council in March 2023 for a number of reasons. It is normal practice during the year to make changes as variations are identified or additional funding is provided. The main changes in services relate to the allocation of inflation provisions for pay and procurement, staff vacancies and savings arising from changes to the staffing establishment as a result of voluntary severance/early retirement which were held within contingencies at the time the budget was set.

1. Children & Family Services is the largest function within Aberdeen City Council with responsibility for delivering key statutory and frontline services to children and young people, adults, families and communities of Aberdeen. This includes the delivery of early years, primary, secondary, special education and children's social work services.

A number of areas of pressure were highlighted throughout the year which have impacted on the final position for the service as follows:

- For Education the service is managing a substantial increase in children that have arrived in the city. This continues to be driven by two factors: - the post-Covid increase of international students from other countries to the two Universities, who are bringing their families with them - there is evidence that this is now levelling off, and secondly the number of children (and families) in the city seeking refuge from Ukraine.
- Also, within Education there are increased costs of the 3R's Schools unitary charge due to the inflationary uplift (£658k) and long-term absence spend (£1.385m) was over budget for 2023/24.
- Early Years did not achieve the budgeted income from Cross Boundary Charging, a shortfall of £1.276m this is due to the difference in the number of children between local authority areas not being as significant as anticipated.
- Increased spend on Out of Authority Placements (£2.738m), spend was also higher than the previous year due to both a small increase in placements and an average contract price increase of 4.34% plus Kinship care costs (£573k) that have in part been offset by under spends in payments to private organisations by the fostering team of £1.065m.

Cost pressures were mitigated as far as possible by underspends and cost reductions in other areas of the service.

2. Resources is responsible for the financial planning, monitoring and reporting of the Council. They manage the development of design and delivery of all strands of capital including the city centre masterplan, the schools estates strategy, roads infrastructure and housing. The Corporate Landlord cluster is responsible for the commercial and non-commercial land and property assets, facilities management and council housing stock management. This function is also responsible for operational services such as waste collection and disposal, facilities management, fleet, building services, environmental services and roads and related infrastructure.

- Primarily the outturn for 2023/24 was affected by an under recovery of income within Commercial Property Trading Account (£5.69m). There continues to be challenging market conditions for the leasing of property in the City and with facilities, including P&J

Live, Marischal Square, and hotels achieving well below expected levels, such that the budget values during the year have not been met.

- Spend of £1.85m for hard facilities management (property repairs) was incurred by the service due to the price of materials and labour, despite 'wind and water tight' criteria continuing to be applied.
- Car Parking income was severely affected by the pandemic in each of the last 3 years, in 2023/24 total budgeted income was achieved, but this was largely due to fines being over recovered by £1.3m.
- Roads was impacted by winter maintenance costs which are ultimately covered by the Council's contingency budget (part of the Corporate budgets) while the pay award being greater than expected but fundamentally was agreed late in the year resulted in missed opportunities to recover some of the cost incurred.
- Capital cluster was £2.5m underspent, as a result of lower staffing costs and consultants fees and an over recovery of fee income.

3. Customer is responsible for managing all internal and external customer contact. It brings together housing, libraries, community learning and community safety to support the development of sustainable communities and enable individuals to manage their own lives. Data and Insight also sits within Customer, they are responsible for identifying social, economic and digital trends of the city in the future and how the Council meets these needs. The revenues and benefits teams handling key income streams for the Council, such as Council Tax and Non-Domestic Rates and process approximately £36m of housing benefit payments. There is a focus on creating digital services for customers that are easy to use and improving access to services. It is responsible for providing external communications, advice and support to ensure effective communications with external audiences, and to promote the reputation of the Council. This function is also responsible for the selection, retention and development of the Council's staff.

- As referenced in previous reports, temporary accommodation (hotels, and bed and breakfast) is experiencing a significant rise in demand due to the cost of living crisis and this is being exacerbated by fewer people moving into permanent accommodation, the overspend is £1.62m however this has been mitigated by underspends across the other aspects of the Housing Support service.
- Other savings achieved included training £370k, City Wardens £462k and Localities £115k.
- The Customer Experience cluster was £1.185m underspent, this mainly related to an underspend on staffing and an over recovery of income, mainly recharges.

4. Commissioning is responsible for both commissioning and procuring the best service/partner to deliver the agreed outcomes. City Growth represents the Council and the City of Aberdeen on local, regional, national and international stages with key responsibilities for outward trade, a diverse employability and skills base, and a focus on tourism, culture and the development of a city events programme. Strategic Place Planning focus is to enable, facilitate and deliver place planning for the City which includes all of the transport, environment, housing, building, planning (which includes community planning) and digital initiatives that will help to deliver major infrastructure projects. Governance includes Legal Services, Democratic Services, Audit, Policy, Emergency Planning and Corporate Health & Safety. Commercial and Procurement drives the shared service with Aberdeenshire and the Highland Councils, and this function is also responsible for managing and monitoring the service-level agreements with the Council's Arm's Length External Organisations (ALEOs).

- Challenges in 2023/24 included museums, galleries and archives reporting a £614k overspend, although there was an over recovery of income it did not match the level of increased costs.
- The Beach Ballroom are overspent which consists of both an overspend on staff and under recovery of income whilst supplies & services were underspent.
- Strategic Place Planning have been affected by market conditions which has seen an under recovery in building application fees of £415k however planning applications did achieve their budgeted income this year.

5. Integration Joint Board (IJB) / Adult Social Care is responsible for the provision of health and social care services to adults, with the expenditure incurred being on services which the IJB has directed the Council to deliver on its behalf such as the provision of care to the elderly, support to adults with support needs and criminal justice services.

The Integrated Joint Board is funded by the Council and NHS Grampian and the cost of services delivered by the Council is significantly more than the Council contributes, resulting from the funding being allocated through the NHS financial settlement in prior years for Social Care services and demands. This means that there is funding allocated by the IJB to the Council that has come from the NHS Grampian contribution to the IJB.

The cost pressures around demand and need, particularly in relation to reducing delayed discharges from hospital, supporting complex needs and accommodation for those with learning disabilities and needs led home care and accommodation for mental health and also substance misuse client, were managed by the IJB during the year and are met by IJB funds.

In 2023/24 there was an overspend on the Health and Social Care Partnership budget which was funded from IJB reserves.

6. Miscellaneous Services includes capital financing costs, the cost of repaying the borrowing required in the past for General Fund Capital Programme investment, audit costs and the provision for doubtful debts.

Capital Financing Costs is the most significant budget within Miscellaneous Services, and includes the impact of accounting requirements in relation to the Council's Bond Issue, and the annual changes in the level of external borrowing.

The actual charges for 2023/24 take account of the approved treasury and investment policy that delivers a prudent approach to capital financing, and the interest rate applicable to the debt. The significantly reduced capital expenditure in 2022/23 and 2023/24 assisted to reduce costs in 2023/24, with a transfer of money being made to the Capital Fund to fund capital expenditure that has been delayed.

The provision for doubtful debt was on budget for 2023/24, and continues to take action to reduce the non-collection of debts and to return to budget of pre-pandemic levels, which has been made more difficult by the cost of living crisis.

Annually the Council must make financial provision for circumstances that might arise from current operations and a full review has been carried out and suitable provisions made where there is likelihood of the event happening and there is the ability to estimate a value. The miscellaneous services budgets reflects the impact of the review and if the matter is less likely and the value cannot be estimated then these have been included in contingent liabilities.

7. Contingencies hold budgets that enable the Council to plan and address known/expected costs in-year without relying on the Usable Reserves held by the Council.

The value of contingencies not needed in the year – after covering costs such as additional winter maintenance costs, provided a positive variance for the overall Council position, and enabled the Council to retain reserves, which at Quarter 3 had been forecast to be needed to balance the budget.

8. Council Expenses this represents the cost of councillors. While it is not showing a significant variance, there has been less expenditure on travel during the year.

9. Joint Boards represents the amount requisitioned by Grampian Valuation Joint Board which is known during the year, the underspend was created as the Board agreed in Quarter 4 to refund the 2022/23 surplus to the three Councils.

10. Non-Domestic Rates this is the value guaranteed by the Scottish Government rather than the value collected by the Council, as this in line with the accounting practice. The cost to the council being the value of discretionary relief that is shared between the Scottish Government and the Council. The variance shown is due to the deduction of charity relief due by the Council for 2023/24.

11. General Revenue Grant in line with the Scottish Government Finance Circular which has been redetermined at the year end and funding paid in relation to announcements during the year. The total value is higher than had been budgeted due to an additional award received during the year that had not been identified as part of the budget.

12. Council Tax this takes account of the total value of council tax for the year, along with any adjustments for prior years that have to be accounted for. The total value is higher than had been budgeted, as collection rates were higher than anticipated.

From the value of Council Tax collected a sum (£1.981m) must be set aside for the purpose of funding affordable housing projects. This is then added to the earmarked sum in the General Fund Reserve.

13. Contribution from reserves this represents the sum of funding to be received from reserves to reflect a balanced budget approved at Council on 1 March 2023 and updated to take account of additional funding released from earmarked reserves. This also captures the funding (£10m) that was paid by Scottish Government as capital funding in 2023/24 that has been converted to revenue to support the funding of the pay award.

14. General Fund Deficit/(Surplus) before adjustments is the value of all expenditure and income incurred during the year that compares to budget. This is before the transfer of monies to Statutory Funds, and the transfer of funds to and from the General Fund Earmarked Reserves.

15. Contributions to Statutory Funds this represents the total value of sums transferred to funds such as the Capital Fund and Insurance Fund, which are reviewed annually to ensure appropriate value is retained at year end. In 2023/24 £5.640m was transferred to the Capital Fund, and £0.9m was transferred to the Insurance Fund.

16. Contributions to/from Earmarked Reserves are the values that have been used during the year, or are to be set aside for future years and are reviewed annually with reference to statutory and regulatory requirements, Council commitments and policy. Further information is included about which Earmarked Reserves are affected on page 21.

17. Deficit/(Surplus) after movement in Earmarked and Statutory Funds shows the overall operational position for the General Fund for the year, being a balanced budget.

Housing Revenue Account

The Housing Revenue Account (HRA) is responsible for the provision of council housing to over 20,000 households with the most significant areas of expenditure being on repairs and maintenance and the capital financing costs for debt borrowed to fund capital investment in the housing stock. This is a ring fenced account such that its costs must be met by tenants' rental income.

Housing Revenue Account As at 31 March 2024		Budget 2023/24	Actuals 2023/24	Variance
		£000s	£000s	£000s
(Surplus)/Deficit from Income & Expenditure		(500)	1,525	2,025

The HRA was in deficit for the year, against a budgeted surplus. There were variances during the year that together contributed to the deficit, which included higher spend on Repairs and Maintenance this took account of both response, planned and void repairs. Following the reports to Council of Reinforced Autoclaved Aerated Concrete (RAAC) in council homes a £2m provision was created on the Council Balance Sheet for some of the estimated costs arising from RAAC. In addition void rent loss continues to rise despite an increased level of spend on void repairs.

Due to the continued increase in repairs and maintenance in 2023/24 officers have put in place additional spending controls and will continue to look at other controls and service standards for work carried out to, that may need to be considered during the year. Changes that may be necessary include the frequency of services, the quality of services and the timing of services.

General Fund Capital Programme

As at Period 12 2023/24	2023/24		
	Revised Budget for Year	Actual Expenditure for Year	Actual V Budget
	£'000	£'000	£'000
AECC Programme Board	3,140	0	(3,140)
Asset Management Programme Board	77,357	29,435	(47,922)
Asset Management Programme Board Rolling Programmes	26,604	24,616	(1,988)
City Centre Programme Board	33,723	12,473	(21,250)
Energy & Climate Programme Board	48,234	23,096	(25,138)
Housing and Communities Programme Board	2,801	1,187	(1,614)
Housing and Communities Programme Board Rolling Programmes	754	657	(97)
Transportation Programme Board	21,936	9,484	(12,452)
Transportation Programme Board Rolling Programmes	1,335	1,335	0
Strategic Asset & Capital Plan Board	22,028	3,929	(18,099)
Strategic Asset & Capital Plan Board Rolling Programmes	3,901	3,959	58
Developer Obligation Projects & Asset Disposals	0	272	272
Total Expenditure	241,813	110,443	(131,370)
Capital Funding:			
Income for Specific Projects	(78,040)	(36,580)	41,459
Developer Contributions	0	(252)	(252)
Capital Grant	(26,038)	(19,801)	6,237
Other Income e.g. Borrowing	(137,735)	(53,809)	83,926
Total Income	(241,813)	(110,443)	131,370

The supply chain disruption which began during the Covid-19 Pandemic continued in 2023/24 and is reflected in the total £110 million investment recorded for the Capital Programme for the year. The Construction Industry continued to experience shortages of products, raw materials, staffing and logistical support across the UK, compounded by the largest increase in energy prices seen in recent years. The Red Sea disruption also exacerbated supply chain issues for some commodities.

Despite the continued and emerging challenges faced this year, progress was made on a range of projects;

- The Energy from Waste (EfW) facility achieved its Acceptance Certificate on 12 December 2023, and formally moved into the 20 year Services (operations) phase of the contract. This was a project being carried out in collaboration with Aberdeenshire and Moray Councils, to avoid waste being sent to landfill in future and use those resources for the production of electricity, and heat for the Torry Heat Network.
- South College Street Junction Improvements (Phase 1) as at the start of July 2023 all project roads and junctions reopened. The works are now complete with additional lanes on Palmerston Place and South College Street between its junctions with Wellington Place and Riverside Drive fully operational. The new North Esplanade West/ Palmerston Place junction is also in use.
- Construction commenced on the new North East Scotland Shared Mortuary in Aberdeen, a multi-agency project with local public sector partners in 2022/23. The project is currently expected to be complete in late Autumn/Winter 2024/25. The operating agreement between Partners is currently being drafted.

- Tillydrone Cruyff Court works have progressed with a completion date of Spring 2024 this is dependent on weather conditions for surfacing works..
- Work commenced on the Tolbooth roof and parapet works (Condition & Suitability Programme) in June 2023 with completion planned for Autumn 2024 however this is likely to be delayed due to the additional works being required as new areas of dilapidation are uncovered. This is typical with repairs works to the external fabric of a 17th century building
- The Council continued its commitment to its New Schools and Early Learning programmes. Greyhope School & Community Hub was completed in October 2023, Works on the Tillydrone Primary School (New Riverbank Primary School) is progressing on site despite some delays due to the weather. Bucksburn Temporary Accommodation is now in operation.
- The Council on 6 March 2024 renewed their commitment to the School Estate Plan, based on need and condition, and the commitment to build a new Hazlehead Academy, the building of a new school building for Riverbank Primary, create a refurbished and expanded home for St Peter's Primary and investment in Victorian school buildings.
- Design development work has continued across a portfolio of projects in and around the city centre and Financial Close is expected to be concluded soon with regard to the New Market, Union Street Central and Beach Phase A projects.

Ongoing scrutiny and monitoring is reported to the Finance and Resources Committee.

Housing Capital Programme

Housing Capital Programmes	Approved Budget	Expenditure to date	Variance from revised budget
As at 31 March 2024	£'000	£'000	£'000
Compliant with the tolerable standard	1,816	1,731	(85)
Free from Serious Disrepair	17,694	10,577	(7,117)
Energy Efficient	15,094	8,778	(6,316)
Modern Facilities & Services	15,268	11,132	(4,136)
Healthy, Safe and Secure	7,112	7,022	(90)
<i>Non Scottish Housing Quality Standards</i>			
Community Plan and Local Outcome Improvement Plan	9,648	10,980	1,332
Service Expenditure	7,544	494	(7,050)
2000 New Homes Programme	93,439	73,574	(19,865)
			-
less 11% slippage	(8,600)	-	8,600
Net Programme	159,015	124,288	(34,727)

Capital Funding			
Borrowing	(127,078)	(98,456)	28,622
Other Income - Grants Affordable Homes etc	(21,000)	(25,832)	(4,832)
Capital Funded from Current Revenue	(10,937)	0	10,937
Total	(159,015)	(124,288)	34,727

As detailed above in the General Fund Capital programme the Housing Capital programme experienced similar issues from the resulting supply chain challenges including delays and price increases.

Progress has been delayed in areas which involve mixed ownership within Free from Serious Disrepair such as structural improvements within the multi storeys and flat roofs (multis and general). Prioritisation of work on voids has continued which has shifted resources from capital to revenue works during the year. This has resulted in lower than budgeted spend on heating system replacement, kitchens and bathrooms, and the programme which wasn't delivered in 2023/24 has been rolled forward into 2024/25.

The 2,000 new homes programme is progressing well with further homes at the Tillydrone, Cloverhill and Summerhill sites being handed over to the Council in 2023/24. The programme in 2023/24 has included developer led projects such as Cloverhill in Bridge of Don, Council led projects such as Kaimhill, Tillydrone and Summerhill with work on Craighill and Kincorth currently being suspended, and buying former Council Homes. Grant funding of £18m was received from the Scottish Government for the Haudagain, Cloverhill, Uranian Voids and Clinterty redevelopment.

Prudential Indicators

From 1 April 2004, Councils are required by Regulation to have regard to the Prudential Code (the Code) when carrying out their duties under Part 7 of the Local Government in Scotland Act 2003.

In setting the revenue and capital budgets, members will be aware that under the Prudential Code, the level of capital investment is determined locally. Therefore, these indicators will be reviewed on an ongoing basis to ensure that the Council does not breach the indicators it sets.

The key objectives of the Code are to ensure: -

- The Council's capital programmes are affordable, prudent and sustainable.
- Treasury management decisions are taken in accordance with good professional practice.

The Code also has the objectives of being consistent with and supporting local strategic planning, local asset management planning and proper option appraisal.

In setting the indicators, cognisance should be paid to the level of capital investment looking ahead for a five-year period, for both the housing and non-housing capital programmes that the Council wishes to embark upon. The Code also requires that the underlying requirement to finance PPP projects and finance leases be included when setting the indicators.

	Capital Expenditure						
	2022/23 £'000 Actual	2023/24 £'000 Actual	2024/25 £'000 Estimate	2025/26 £'000 Estimate	2026/27 £'000 Estimate	2027/28 £'000 Estimate	2028/29 £'000 Estimate
Gen Fund	128,126	108,451	253,728	210,924	159,991	108,005	81,636
HRA	114,447	124,288	123,050	119,592	97,780	72,752	74,105

	Ratio of Financing Costs to Net Revenue Stream						
	2022/23 Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate	2027/28 Estimate	2028/29 Estimate
Gen Fund	6.9%	9.6%	10.1%	11.1%	12.4%	13.4%	13.9%
HRA	10.7%	16.1%	18.6%	22.9%	26.1%	26.5%	27.6%

	Capital Financing Requirement						
	2022/23 £'000 Actual	2023/24 £'000 Estimate	2024/25 £'000 Estimate	2025/26 £'000 Estimate	2026/27 £'000 Estimate	2027/28 £'000 Estimate	2028/29 £'000 Estimate
Gen Fund	1,258,748	1,257,209	1,433,717	1,591,232	1,693,674	1,743,511	1,769,856
HRA	366,911	458,253	550,939	643,079	727,084	789,053	851,696
Total	1,625,659	1,715,462	1,984,656	2,234,311	2,420,758	2,532,564	2,621,522

	Gross Borrowing						
	2022/23 £'000 Actual	2023/24 £'000 Estimate	2024/25 £'000 Estimate	2025/26 £'000 Estimate	2026/27 £'000 Estimate	2027/28 £'000 Estimate	2028/29 £'000 Estimate
Borrowing	1,481,780	1,563,474	1,837,409	2,090,305	2,282,837	2,401,252	2,497,122

The Prudential Code states:

“In order to ensure that over the medium term net borrowing will only be for a capital purpose, the local authority should ensure that net external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years.”

The Chief Officer - Finance reports that the Council can meet this requirement in 2023/24, and it is expected to do so for the future years, as outlined, taking into account current commitments, existing plans, and the assumptions in this report.

	Authorised Limit for External Debt					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000
Operational Boundary	1,740,624	2,009,818	2,259,473	2,445,920	2,557,726	2,646,714
10% Margin	174,062	200,982	225,947	244,592	255,773	264,671
Total	1,914,686	2,210,800	2,485,420	2,690,512	2,813,499	2,911,385

	Operational Boundary for External Debt					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000
Borrowing	1,563,473	1,837,408	2,090,304	2,282,837	2,402,251	2,497,121
Other Long-Term Liabilities	177,151	172,410	169,169	163,084	156,475	149,593
Total	1,740,624	2,009,818	2,259,473	2,445,920	2,557,726	2,646,714

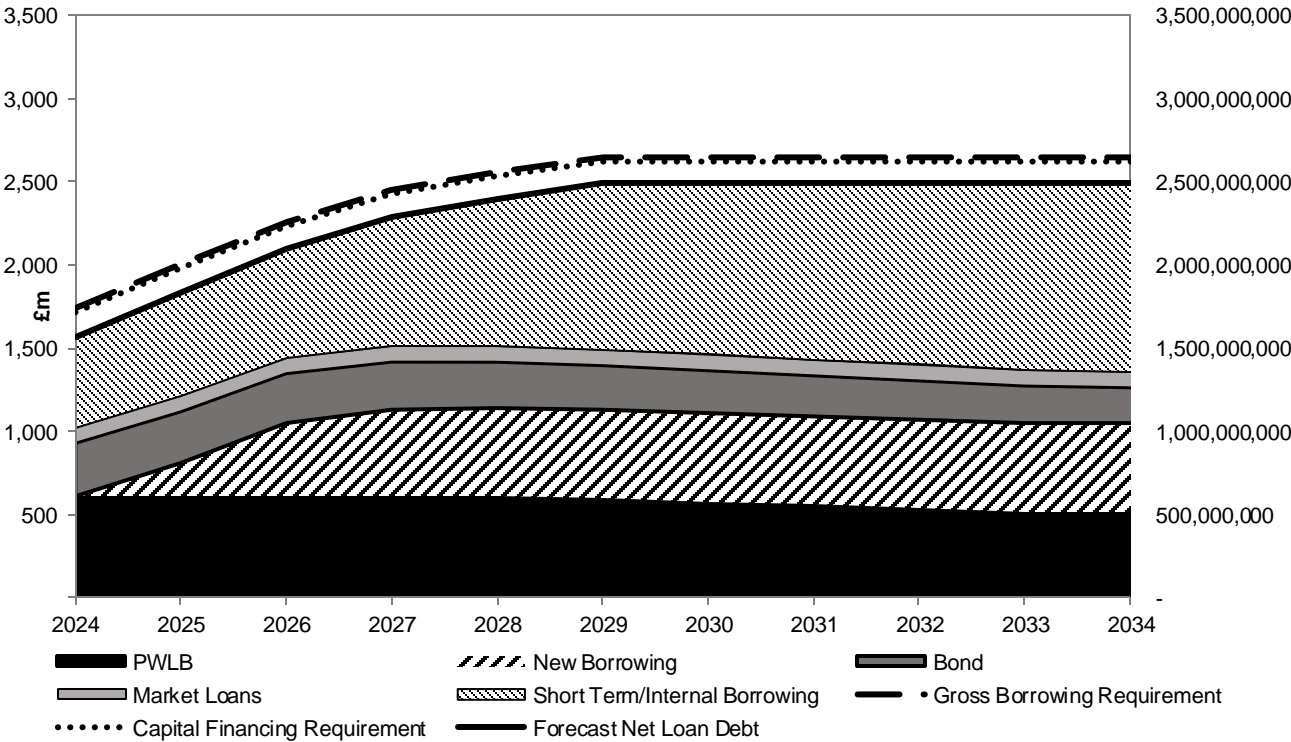
The latest version of the Prudential Code for Capital Finance in Local Authorities introduced a new indicator – the Ratio of Net Income from Commercial and Service Investments to Net Revenue Stream.

The Code defines Commercial Investments as investments taken or held primarily for financial return and not linked to treasury management activity and Service Investments as those directly involved in the delivery of a service, for example, loans to leisure providers, loans to trusts providing services, a shareholding in a shared service vehicle, and investments in local companies for regeneration.

As the Council has no investments that fall into these categories, there is no requirement to report this indicator.

The latest version of the CIPFA Treasury Management in the Public Services code requires the reporting of an additional treasury management indicator known as the Liability Benchmark.

The liability benchmark (shown below) is a comparison of existing borrowing levels against future capital financing requirements from both committed and planned future borrowing over the next ten years.



Common Good

As at March 2024	Full Year Budget 2023/24	Actual Expenditure	Variance from Budget
	£'000	£'000	£'000
Recurring Expenditure	4,263	3,969	(294)
Recurring Income	(5,088)	(6,617)	(1,529)
Budget after Recurring Items	(825)	(2,648)	(1,823)
Non Recurring Expenditure	825	835	10
Non Recurring Income	0	(1)	(1)
Net (Income)/Expenditure	(0)	(1,814)	(1,814)
Cash balances as at 1 April 2023	(37,384)	(37,384)	
Net (Income)/Expenditure	(0)	(1,814)	(1,814)
Investment Revaluation (Increase)/Decrease	0	200	200
Net Capital Receipt	0	0	0
			(1,614)
Cash Balances as at 31 March 2024	(37,384)	(38,998)	

The Common Good Fund is showing an operating surplus of £1.814m for the year, a favourable variance from budget for the year to 31 March 2023.

This was due to increased income from investments, being investments with Fidelity, the Council's Loans Fund and the two Charitable Trusts.

Expenditure on a number of one-off projects and activities, where the approved expenditure has not been fully spent will be carried forward as an earmarked reserve to enable works to continue in the next year.

The investment of cash balances in a multi-asset income fund, approved by Council on 10 March 2021 was implemented in 2021/22. The fund manager, Fidelity, was selected as reported in the quarter 1 report and investment of £30m was made during Quarter 2. As an income fund it performed well, with cash received for the period to 31 March 2024 ahead of budgeted levels, producing a positive variance for recurring income.

Seeking increased annual income comes with additional risk and therefore there is volatility in the value of the fund into which the Common Good is invested. The value of the investment may fall as well as rise and should be measured over the medium to long term. With financial markets particularly volatile over the past year the value at the end of Quarter 4 of the Common Good investment fell by £2.453m to £23.945m. This is shown separately in the table above, where either the value of a rise or fall in value must be accounted for annually.

Reserves

General Fund Earmarked Reserves	Balance at 31 March 2023 £'000	Transfers In 2023/24 £'000	Transfers Out 2023/24 £'000	Balance at 31 March 2024 £'000
Devolved Education M'ment (Comm Centres)	(522)	0	0	(522)
Devolved Education M'ment (School Funds)	(274)	0	648	374
Energy Efficiency Fund	(1,275)	(61)	51	(1,285)
Bus Lane Enforcement	(294)	(4,448)	544	(4,198)
Service Concessions Reserve	0	(39,886)	34,629	(5,257)
Property Transfer	(102)	0	0	(102)
Second/Long Term Empty Homes	(10,733)	(1,981)	5,102	(7,612)
De-risk the Council	(5,614)	0	4,347	(1,267)
Transformation Fund	(3,887)	0	688	(3,199)
Repairs & Maintenance Fund	(339)	0	338	(1)
Rapid Rehousing Transition Plan	(270)	0	98	(172)
Co Op Business Development Fund	(75)	0	75	0
ADM - Education	(937)	0	571	(366)
Budgeted Use of Reserves	0	(3,241)	0	(3,241)
Care Experienced Y.P WIFI (CSW)	(13)	0	0	(13)
Neurodevelopment Specification (CSW)	(166)	0	166	0
Tree Works - Storm Damage	(143)	0	143	0
Implem of National Trauma Training Prog	(50)	(50)	50	(50)
Mental Health Recovery & Renewal	(107)	0	0	(107)
Seed Funding - Comm Bens Plan for H2 JV	(663)	0	56	(607)
Whole family wellbeing	(35)	0	30	(5)
FWES Employability	(1,685)	(501)	0	(2,186)
Afghan - Bridging Accomodation	(580)	(166)	0	(746)
Syrian Refugees (UKRS Scheme)	(654)	0	31	(623)
Income from Afghan resettlement scheme	(487)	0	0	(487)
Scottish Child Payment	(27)	0	27	0
Coastal Communities Fund	(134)	(94)	0	(228)
Family Wellbeing (Partnership)	(979)	(947)	455	(1,471)
Counsellors Through Schools	(485)	0	217	(268)
Easter in the City	(59)	0	11	(48)
Recycling and environmental initiatives in schools	(150)	0	0	(150)
Fuel Poverty Assistance Fund	(111)	0	0	(111)
Marischal Square	(1,700)	0	0	(1,700)
Corporate Landlord - Education Security Costs	(61)	0	34	(27)
20mph Road Assessment	(58)	0	58	0
Afghan Funding	(1,458)	0	421	(1,037)
Ukrainian Education Funding	(1,720)	0	1,720	0
Ukrainian Tariff	(13,146)	0	1,125	(12,021)
De Trunking Funding	(7,006)	0	889	(6,117)
Open Data Funding	(42)	0	10	(32)
Joint Venture revaluation surplus	(11,216)	(4,234)	0	(15,450)
Resilience inc. Covid Funding	(6,671)	(2,141)	18	(8,794)
Total General Fund Earmarked Reserves	(73,928)	(57,750)	52,552	(79,126)
Uncommitted General Fund Balance	(12,000)	(153)	0	(12,153)
Total General Fund Balance	(85,928)	(57,903)	52,552	(91,279)

HRA Earmarked Reserves	Balance at 31 March 2023 £'000	Transfers In 2023/24 £'000	Transfers Out 2023/24 £'000	Balance at 31 March 2024 £'000
<i>Projects:</i>				
Housing Repairs	(2,278)	(2,299)	2,278	(2,299)
House Sales - Non Right to buy	(308)			(308)
Support for Budget 2024/25	0	(3,161)		(3,161)
Total HRA Earmarked Reserves	(2,586)	(5,460)	2,278	(5,768)
Uncommitted HRA Balance	(13,128)	0	4,707	(8,421)
Total Housing Revenue Account	(15,714)	(5,460)	6,985	(14,189)
Common Good Reserves	Balance at 31 March 2023 £'000	Transfers In 2023/24 £'000	Transfers Out 2023/24 £'000	Balance at 31 March 2024 £'000
<i>Projects:</i>				
Grove Nursery	(27)			(27)
Culter Playing Fields	(5)			(5)
Smithfield Farm - Roof repairs	(18)			(18)
AWPR Drainage Issues for future issues	(35)			(35)
CPR Training	(4)			(4)
Denis Law Trail	(20)			(20)
Lord Provost Portrait	(10)		5	(5)
Friends of Jacobs Ladder	(4)		1	(3)
Ukraine Refugee Support	(25)		25	0
Winter Clothing Grant	(7)		0	(7)
Torry Development Trust	(3)		3	0
Total Common Good Earmarked Reserves	(158)	0	34	(124)
Total Uncommitted Common Good Balance	(37,226)	(1,648)		(38,874)
Total Common Good	(37,384)	(1,648)	34	(38,998)

ABERDEEN CITY COUNCIL

COMMITTEE	Finance & Resources
DATE	8 May 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Grant Review
REPORT NUMBER	CR&E/24/126
EXECUTIVE DIRECTOR	Gale Beattie
CHIEF OFFICER	Julie Wood
REPORT AUTHOR	Laura Paterson
TERMS OF REFERENCE	1.1.11, 2.1.6

1. PURPOSE OF REPORT

- 1.1 To provide a review of grants allocated in 2023-24 in relation to the 3 Tier Prevention Approach and make recommendations to enable future grant delivery.

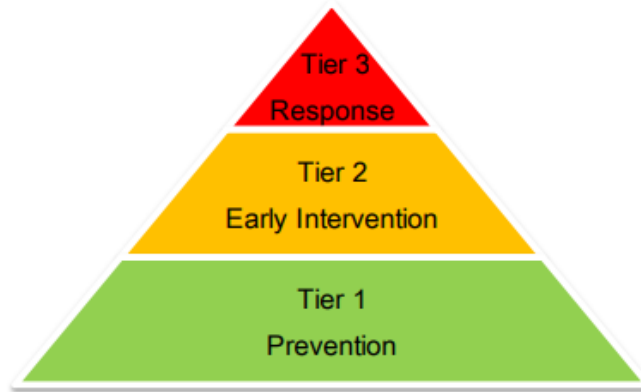
2. RECOMMENDATION(S)

That the Committee:-

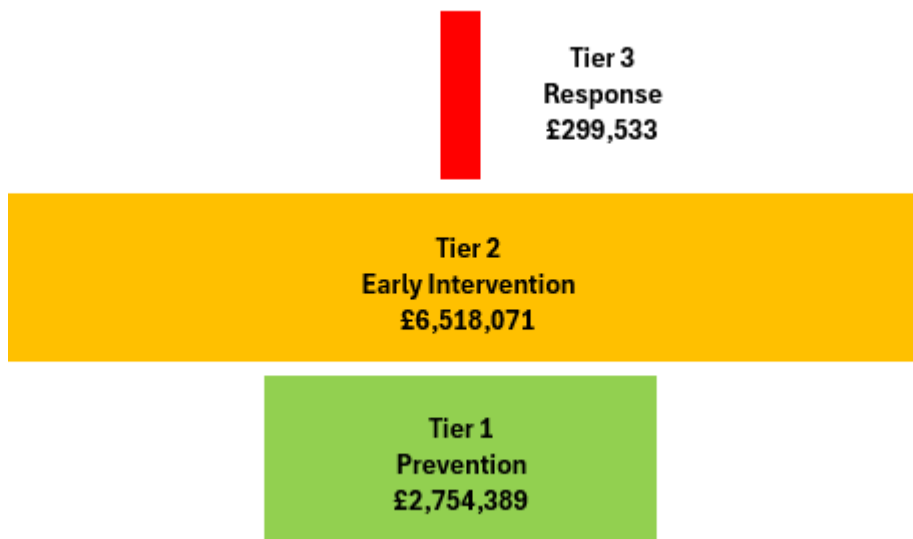
- 2.1 Note a commentary of grants awarded by the Council in 2023-24 in relation to the 3 Tier Prevention Approach; and
- 2.2 Instruct the Chief Officer – City Development and Regeneration, following consultation with the Chief Officer – Finance, Chief Officer – Governance and Chief Officer – People and Citizen Services, to undertake a full grant review and report back to the Finance and Resources Committee on 5 November 2024 with recommendations for future grant activity.

3. CURRENT SITUATION

- 3.1 The Director of Commissioning was instructed at Council on March 1st 2023 to undertake a review of all grants awarded by the Council in 23-24 to ensure alignment to the 3 Tier Prevention Approach.
- 3.2 The Council have approved a tiered approach to resource allocation and strategic commissioning. This approach ensures that resources are targeted to the area in which they make the most impact – at the prevention stage.
- 3.3 Diagram 1: 3 Tier Prevention Approach



- 3.4 Details related to Arm’s Length External Organisations were presented within Appendix 7 of the Council Budget Meeting on Wednesday 6th March 2024.
- 3.5 The Council administered capital and revenue grants totalling £9,571,993 in 23-24. The majority of these grants met the priorities of Tier 2 – Early Intervention (£6,518,071); followed by Tier 1 – Prevention (£2,754,389); and Tier 3 – Response (£299,533). This is reflected in the diagram below.
- 3.6 Diagram 2: Capital and Revenue Grant Allocations 23-24



- 3.7 As evidenced above, capital and revenue grants allocated to external organisations do not currently align with the 3 Tier Prevention Approach with a disproportionate level of grants being awarded at the Early Intervention stage.
- 3.8 To ensure that future grant activity supports the Council’s approach of prioritisation of projects and services which seek to prevent demand and harm, it is recommended that a full grant review be brought to Finance and Resources Committee in November 2024 by the Chief Officer – City Development and Regeneration following consultation with the Chief Officer – Finance, Chief Officer - Governance and Chief Officer – People and Citizens Services.

3.9 This report will: Review all grants currently awarded to ensure continued alignment to Council priorities; make subsequent recommendations on internal processes, such as content of grant award letters, and the prioritisation of future grant allocation; and ensure continued compliance with recent UK and Scottish Government legislation, such as Subsidy Control and Fair Work First.

4. FINANCIAL IMPLICATIONS

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

5. LEGAL IMPLICATIONS

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

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	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	None	L	Yes
Compliance	Failure to comply with external grant awards	Undertake a review of procedures in place as part of Grant Review to be reported back to Committee in November	L	Yes
Operational	No significant risks identified	None	L	Yes
Financial	No significant	None	L	Yes

	risks identified			
Reputational	No significant risks identified	None	L	Yes
Environment / Climate	No significant risks identified	None	L	Yes

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN 2023-2024</u>	
Impact of Report	
Regional and City Strategies Council Delivery Plan 24-25	The allocation of revenue grants to external organisations in 23-24 does not currently support the 3 Tiered Model. It is intended that the review being undertake and presented to November Finance and Resources Committee will address this to support the Council Delivery Plan 24-25.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	No assessment required. I confirm this has been discussed and agreed with Julie Wood, Chief Officer – City Development & Regeneration on 24 th April 2024 following consultation with the Equalities Team on 19 th April 2024.
Data Protection Impact Assessment	Not required
Other	N/A

10. BACKGROUND PAPERS

- 10.1 CUS/23/064, Prevention & Early Intervention, Council, 1st March 2023
- 10.2 COM/24/060, Council Delivery Plan 2024/25, Council, 6th March 2024

11. APPENDICES

11.1 Nil

12. REPORT AUTHOR CONTACT DETAILS

Name	Laura Paterson
Title	Interim Team Leader – External Funding
Email Address	lapaterson@aberdeencity.gov.uk
Tel	01224 067082

This page is intentionally left blank

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	08 May 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	UK Shared Prosperity Fund
REPORT NUMBER	CR&E/24/127
DIRECTOR	Gale Beattie
CHIEF OFFICER	Julie 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 £91,078.58 to Aberdeen Performing Arts for the Repointing and Exterior Restorations at His Majesty's Theatre project;
- 2.2 Awards up to £85,000 to Aberdeen City Council for Phase 2 of the Denis Law Trail, subject to final business case;
- 2.3 Awards up to £75,000 to Belmont Community Cinema for the Belmont Community Cinema project;
- 2.4 Awards up to £14,391.60 to Cairncry Community Centre for the Community Café Refurbishment project;
- 2.5 Awards up to £100,000 to Granite City Taekwondo for the Tillydrone Community Centre Upgrades project, on the condition that they receive permissions from ACC by 1st July 2024;
- 2.6 Awards up to £99,945 to SHMU for the Redevelopment to Station House project, on the condition of confirmation of match funding;
- 2.7 Notes that an additional 7 applications were received for the Communities and Place priority totalling £944,431.00 which were not recommended for approval;

- 2.8 Notes that if the above are approved then the Communities and Place priority is now fully allocated; and, as such
- 2.9 Approves that any underspend which are returned from projects be reallocated to any other previously approved project supported by the UK Shared Prosperity Fund within the same priority, which may require additional resources, following consultation with the Convener and Vice Convener of the Finance & Resources Committee.

UKSPF Local Business Support

- 2.10 Awards up to £40,000 to Aberdeen City Council for the Culture Aberdeen Network Coordination Service;

UKSPF People & Skills

- 2.11 Awards up to £161,970 to ABZWorks for the Startup Accelerator Programme Project in partnership with Robert Gordon's University;
- 2.12 Awards up to £133,887 to ABZWorks for the Sparking Change: Aberdeen Project in partnership with Aberdeen University;
- 2.13 Notes that if the above are approved then the People and Skills priority is now fully allocated; and, as such
- 2.14 Approves that any underspend which are returned from projects be reallocated to any other previously approved project supported by the UK Shared Prosperity Fund within the same priority, which may require additional resources, following consultation with the Convener and Vice Convener of the Finance & Resources Committee.

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'. Six 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. The reasons the applications were not brought forward are: 3 due to concerns over timescales of delivery, 3 due to insufficient details in report;1 due to not aligning with the funds priorities.
- 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. One application is 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 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 and net zero & energy support for local businesses.
- 3.9 Applications have been developed under the People and Skills 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. Two applications are presented in this report: One developed with partners from the existing LEP framework; and an in-house project which will benefit economically inactive people.

Table 1: Communities and Place - Applications for consideration

Project	Beneficiary	Total Project Cost	Total UKSPF capital request for Round 8	Officer Review Outcome and Proposed Award

<p>Aberdeen Performing Arts - Repointing and Exterior Restorations at his Majesty's Theatre</p>	<p>General public who use the theatre.</p>	<p>£271,007.17</p>	<p>£91,078.58</p>	<p>Awards up to £91,078.58 to Aberdeen Performing Arts. Project is a good fit with UKSPF interventions through regeneration of a much-loved community facility in the centre of Aberdeen.</p>
<p>Aberdeen City Council – Phase 2 of the Denis Law Trail</p>	<p>Local artists and Printfield Community</p>	<p>£200,000.00</p>	<p>£85,000.00</p>	<p>Awards up to £85,000 to Aberdeen City Council, subject to final business case. Projects aligns to UKSPF priorities through creation of cultural asset.</p>
<p>Belmont Community Cinema – Belmont Community Cinema</p>	<p>Benefitting the community of Aberdeen and visitors to the city.</p>	<p>£75,000.00</p>	<p>£75,000.00</p>	<p>Awards up to £75,000 to the Belmont Community Cinema. Project aligns well to UKSPF interventions by supporting the redevelopment of a much-loved cinema in the city centre.</p>
<p>Caincry Community Centre - Community café Refurbishment.</p>	<p>Supporting the people in one of Aberdeen's most deprived areas.</p>	<p>£14,391.60</p>	<p>£14,391.60</p>	<p>Awards up to £14,391.60 to Caincry Community Centre. Project is low risk and has high benefit for the community in a regeneration area and has</p>

				strong links to LOIP.
Granite City Taekwondo - Tillydrone Community Centre Upgrades	The community in the Tillydrone area.	£150,000.00	£100,000.00	Awards up to £100,000 to Granite City Taekwondo on the condition they receive permission from ACC. Project aligns well to UKSPF by supporting net zero transformation of a community facility in a regeneration area.
SHMU - Redevelopment of Station House	Benefitting people from all over the city.	£370,703.00	£99,945.00	Awards up to £99,945 to SMHU. Project aligns well to UKSPF interventions.
TOTAL		£1,081,101.77	£465,415.18	

Table 2. Local Business Support – Applications for consideration

Project	Beneficiary	Total Project Cost	Grant Request 2024/25	Officer Review Outcome and Proposed Award
Aberdeen City Council – Culture Aberdeen Network Coordination Service	Creative industry businesses in the city.	£45,544.00	£40,000.00	Awards up to £40,000 to support Coordinator post. Well aligned with the UKSPF priorities to support new and existing

				businesses and start ups, contributing to the local economy growth.
TOTAL		£45,544.00	£40,000.00	

Table 3. People and Skills – Applications for consideration

Project	Beneficiary	Total Project Cost	Grant Request 2024/25	Officer Review Outcome and Proposed Award
ABZWorks – Startup Accelerator Programme in partnership with Robert Gordon’s University	Students and entrepreneurs	£161,970.00	£161,970.00	Award of up to £161,970 to Startup Accelerator Programme. Project fits well with UKSPF priorities in particular intervention S41 which supports new partnership and project-based entrepreneurial learning between business and education to develop a culture that celebrates entrepreneurship.
ABZWorks – Sparking Change: Aberdeen in partnership with Aberdeen University	Students and entrepreneurs	£133,887.00	£133,887.00	Award of up to £133,887 to the Sparking Change: Aberdeen pilot. Project fits well with UKSPF priorities in particular intervention S41

				which supports new partnership and project-based entrepreneurial learning between business and education to develop a culture that celebrates entrepreneurship.
Total		£295,857.00	£295,857.00	

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 £465,415.18. Of this funding: £380,415.18 is being awarded to external organisations; and £85,000 is awarded to Aberdeen City Council. This equates to more than 80% of funding being allocated to external organisations. If approved, there will be £0 to allocate within the Communities and Place priority prior to March 31st 2025.
- 4.3 The total amount of the Local Business Support funding allocated for this round is £40,000. If approved there will be £284,441 to be allocated within the Local Business Support priority prior to March 31st 2025.
- 4.4 The total amount of People and Skills funding allocated for this round is £295,857. If approved there will be £0 to be allocated within the People and Skills priority prior to March 31st 2025.
- 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 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 be required 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

Name	Laura Paterson
Title	Interim Team Leader – External Funding
Email Address	LaPaterson@aberdeencity.gov.uk
Tel	+44 1224 067082

Appendix 1 - UK Shared Prosperity Fund – Application Summary

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

Communities and Place

Aberdeen City Council – Denis Law Phase 2

Aberdeen City Council is committed to delivering the Denis Law Trail, as outlined in the Working in Partnership Policy Statement. This funding will enable delivery of Phase 2 of the Trail, creative community consultation workshops and the development of large murals celebrating the legacy of Denis Law.

The Denis Law Legacy Trust have developed the concept of the Trail with the aim of motivating, inspiring and engaging the Printfield community, whilst also celebrating a local hero, Denis Law – the only Scottish footballer to win the Ballon d’Or.

Phase 1 of the Trail will see the creation of ten destinations and artworks to be erected in the Printfield area of the city. These installations will depict pivotal points of Denis Law’s career and will consist of two- and three-dimensional creative work, murals and appropriate signage all developed in consultation with the local community. The Trail will be enhanced through the inclusion of digital technology such as QR codes, which will enable visitors to visit a website where they can learn more about Denis Law.

Interactive community workshops will be held to ensure the Printfield community voice and ideas are incorporated into the narrative and visual look and feel of the Trail, which will also encourage the audience to uncover clues and information relating to Denis Law.

A marketing and events programme will complement the launch of the Trail. This will include ideas; such as walking tours, football practice sessions, talks, and creative engagement events – encouraging physical activity and championing local pride for locals and visitors alike.

The ultimate aim of the Trail is to develop a vibrant pocket of activity within the Printfield area of the city – a Priority Neighbourhood within the Locality Plan.

Phase 2 of the Trail will involve creative community consultation and workshops, also large murals depicting Denis Law’s iconic poses, in the local area; such as the walls of Clifton Court, a prominent residential building in the area and on a long wall forming the boundary of St Joseph’s Church.

These murals will add to Aberdeen’s recent recognition as a city embracing street art through projects like Nuart, and will not only raise awareness of Denis Laws connection to Printfield but inspire the community.

A tender process will be undertaken to secure an experienced mural artist/creative practitioner/organisation to deliver Phase 2 of the project, including all pre and post project creative consultation with the community through workshops. And, project management, mural development, preparation work on walls prior to painting, developing designs, risk assessments, procuring contractors, painting approved design and maintenance advice.

Aberdeen Performing Arts - Repointing and Exterior Restoration at His Majesty's Theatre

The condition of the exterior walls of His Majesty's Theatre (HMT) has deteriorated significantly in recent years. HMT was built in 1906 and is a listed building, and the recent poor weather conditions in Aberdeen has had a huge effect on this iconic building. The area received several yellow and amber alerts for rain and wind in late 2023, and the increased exposure with less wind protection - as a result of the redevelopment of Union Terrace Gardens - has sped up the rate of deterioration. Therefore, the pointing – the material keeping the granite blocks together – needs to be redone.

A recent inspection from the plasterer has shown that intervention is required quickly to reduce the water ingress and, therefore, the damage on the interior plaster. The water ingress and heat loss due to this exterior damage can be reduced with the timely repair to the repointing and restoration of the exterior walls.

There is also a large amount of vegetation growing within areas of the pointing, which is causing more damage, so this needs to be removed and treated.

The exterior windows on the side and front of the theatre have been badly affected by the weather conditions as well and are also causing water to enter the building, so the frames need to be repaired and repainted to prevent this continuing and getting worse.

The extensive exterior works will ensure that the pointing is repaired/replaced where needed, creating a more solid barrier between the outside elements and the inside of the theatre, also allowing the interior to be repaired to a high standard without risk of repeat damage occurring.

Included in this quote and application is the need to inspect the damage to the decorative mouldings on the roof of HMT at the dome – one has been reported as rotted and damaged and further inspection is required to determine whether the other mouldings need repaired or replaced.

A preferred trusted contractor has been identified and will carry out the work.

Since coming out of the Covid-19 pandemic, like all businesses and charities, Aberdeen Performing Arts has experienced a difficult time with reduced availability of funding, a cost of living crisis and the increased cost of utilities. This doesn't leave the organisation in a position to fund this extensive work without sourcing external funding from the Shared Prosperity Fund.

These repairs will ensure that Aberdeen Performing Arts can continue to bring the arts to the people of the northeast within the beautiful setting of HMT, and therefore feel it would be a worthwhile investment for the Shared Prosperity Fund

Belmont Community Cinema – Belmont Community Cinema

The Belmont Community Cinema Ltd formed following the sudden closure Aberdeen's only independent cinema.

The charity established to reopen The Belmont, as an accessible, not-for-profit, independent cinema. In September '23 Aberdeen City Council appointed the organisation as preferred operator of the cinema. A 25-year lease is being agreed with Aberdeen City Council.

Based in the city centre, the cinema will be operated and programmed from Aberdeen, reflecting the needs and interests of local communities. The organisation's aims are the advancement of Arts and Culture and in furtherance of this by:

- Procuring and operating for the public benefit the Belmont Cinema in the City of Aberdeen
- Promoting cinema screenings and other artistic events in the Belmont Cinema
- Promoting education, film making and training

To ensure The Belmont is fit for purpose and relaunched as a modern, welcoming, social space, essential refurbishments are needed.

These include a new reconfiguration for the café bar, space to increase space, light and ease of use, new cinema seating, improved acoustics and heating and ventilation. No planning permission is required.

The organisation is seeking a grant of £75,000 to cover partial costs of refurbishing the café bar area. Improvements to this area are essential to increasing audience numbers and providing excellent customer experience.

A lighter, brighter, more accessible space will encourage residents to come together socially, a place for events and for community groups to meet.

The café bar is integral to operations. It will generate income for the cinema, through the sale of a range of locally supplied food and drink and private hire, for conferences, meetings, and gatherings.

Costs for this vital element of the cinema are included under budget lines: walls, ceilings and floors substructure/decoration and other fixtures and fittings.

The cinema will screen a diverse range of films, not available anywhere else in Aberdeen. The Belmont will be a source of mainstream films, world and arts cinema, community focused content, historically important films and live event screenings. Regular captioned screenings, dementia friendly screenings, parent and baby screenings and autism friendly screenings will meet the needs of various community groups. Film Festivals will be programmed to enliven local cultural life and widen the region's cultural offering.

Through partnership with shmu (Station House Media Unit), training and education in film and film making will create new learning opportunities and career pathways.

Contributing to the local economy and supporting Aberdeen's regeneration, the cinema and café bar will employ local people, drive commercial activity in surrounding businesses and encourage visitors to the city centre.

Appealing to all ages and backgrounds, The Belmont will benefit all those who live and work in Aberdeen.

The project matches the purposes of the shared prosperity fund. The cinema will contribute to the welfare of local people and deliver significant and positive wider value. The Belmont will offer a place for people to come together and share positive, educational and cultural experiences. It will bring opportunities for community cohesion, contribute to the local economy and foster a pride in place

Cairncry Community Centre – Community Café Refurbishment

Cairncry Community Centre is a community facility in the heart of the community, based in one of Aberdeen's most deprived areas, it is identified within Scotland's Index Multiple Deprivation

(SIMD) as falling within the worst 10%. The centre is 30 years old, and wear and tear is evident in the building, especially in the community kitchen. Our main services focus on food bank distribution and our free cafe which operate Monday, Tuesday and Friday. Our kitchen has not been refurbished in over 30 years and is now outdated, damaged and not fit for providing continuous delivery of tackling health issues within our community. The community kitchen is a fundamental part of the centre and to everyone in the community as it provides a safe and welcoming environment for people to come when they feel isolated or alone. This enables people to socialise in a warm, welcoming and friendly atmosphere where no one is singled out. The food and drinks are served free enabling people from all walks of life to take part in the centre's facilities. The funding we are seeking would help us replace kitchen appliances which includes the replacement of the cooker, dishwasher, undercounter fridge and freezer and a new display fridge for redistribution of food to reduce food waste and encourage healthier lifestyles. We hope the new appliances and refurbished kitchen will encourage people to cook healthy meals and increase health and wellbeing by offering cooking classes to families and their children. The investment from the shared prosperity fund would allow us to build and develop out facilities to ensure that we can improve the physical and mental wellbeing of our community and address food poverty and build on reducing social isolation of our community.

Granite City Taekwondo – Upgrade Tillydrone Community Centre

Our registered charity secured a community asset transfer on the Old Tillydrone Community Centre. Our project/proposal is to save energy and reduce our carbon emissions. Business Energy Scotland have identified savings opportunities and can also support the implementation of the opportunities identified. This can include helping to identify suppliers, design and assess the results of quote or tender specifications and identify and secure funding. We plan to insulate the building to improve thermal integrity, upgrade the heating system and ventilation, upgrade the lighting to LED, and possibly then onto solar PV as a further energy efficiency opportunity as advised by Business Energy Scotland. The support for this will be provided through business Energy Scotland, to find further funding, contractors, find quotes, and support our best foot forwards with this project.

As per Business Energy Scotland Audit, our centre requires a new heating system, insulation and lighting. The report is thorough and we appreciate that prices would have changed and these are estimates. In the report we were recommended insulated roof tiles, since this quote I have spoken to another adviser through Business Energy Scotland and was advised to insulate with a new roof as the roof is leaking. Putting in floating insulated roof tiles would insulate, and drop the capacity of the space we are heating, but will get damp and stained from the roof leaks. I am awaiting further information on the new insulated roof idea. As per report, our 4 heating system is in the loft space and its air blowers up high in the roof. This takes a good length of time to heat our two halls and the rest of the building. The heating system and insulation is our priority, followed by the lighting.

We feel this is a good investment for the shared property fund as this building is still owned by ACC, our asset transfer is for lease, so the money would be invested back into the profit of the building. Also having a warm, inviting community building for local community in an area of deprivation to participate in our events, classes, and charity free sessions, would be more inviting, modern and also energy efficient. ACC owns the building, permission granted from the Asset Transfer team to upgrade their building verbally. Our plans will be sent in writing to confirm their permission for our plans.

Station House Media Unit (SHMU) – Redevelopment of Station House

This project will enable Station House Media Unit (shmu) to complete the redevelopment of its main site in Woodside, Aberdeen, bringing the remainder of the building up to the standards, efficiency and quality of the relatively new extension of the organisation's HQ. It directly addresses the aims of the Shared Prosperity Fund: building pride in place in the most marginalised communities in Aberdeen, supporting high quality skills training for individuals who experience the greatest barriers, supporting employment and productivity growth, and increasing life chances.

shmu is the leading community media organisation in Scotland, supporting over 1,000 residents annually, of all ages, from the most marginalised communities in Aberdeen, to learn new skills, develop their creativity, raise their voices and tell their own stories through film, radio, music and technology. Our work focuses on the seven 'priority areas' of Aberdeen, and on other vulnerable and disadvantaged communities. The organisation also delivers a range of employability and training programmes with adults and young people open to residents across the city. The organisation supports over 250 volunteers on a weekly basis, who contribute over 28,000 hours of volunteering annually.

In 2017, shmu added an extension to its building in Woodside, dramatically increasing the quality and scale of services we deliver. Unfortunately, this did not include the original 'community centre', which includes a section dating back to the 1850's (the railway Station Master's house) and an extension which was added in the 1970's. The original part of the building includes the main hall (our largest space), a kitchen and two offices. Although we can still use this space, it is hugely inefficient, with electric panel heaters, is not insulated, has single pane windows, and is generally in need of upgrading and better integration into the new extension.

Since the redevelopment, demand for activities at shmu has continued to rise, with over 300 people using the building each week, and activities seven days a week, from 9am until 10pm. Redeveloping the old part of the building will enable us to enhance and increase our creative programmes by completing the transformation, delivering fit-for-purpose facilities which our dedicated volunteers and participants deserve. This redevelopment will transform the oldest part of our building into a state-of-the art film and recording studio dedicated to community film, tv and music, with a lighting rig, new control room and soundproofing. It will enable us to introduce new accredited programmes and skills development opportunities for an increased number of local residents, who will have access to high quality equipment and facilities to tell their stories. It will provide a multifunctional space: a classroom for training programmes, and a screening space for community-made film projects and movie nights. It will also transform spaces on the first floor, improving efficiency, while increasing the flexibility and functionality of the facility.

The project will also enable us to improve shmu's environmental impact: the space is currently highly inefficient to run, and we plan to address this through improved insulation, low-energy lighting, linking the heating to the air-source heat pump that supports the rest of the building, solar PV and battery (subject to match funding from CARES).

Local Business Support

Aberdeen City Council - Culture Aberdeen Network Coordination Service

Evidence shows businesses in creative industry clusters grow faster than those located outside, generating economic spillovers for non-creative businesses, and contributing to pride in place for local communities. As a sector it also provides unique potential for cross-collaboration and added value, especially in place-based economy approach. The creative industries sector is critical to attracting people to the region and Aberdeen in particular, an important component of reinventing cities post-pandemic to continue attract people to live and work in. The local Creative Sector contributed £382m in GVA to the economy of NE Scotland in 2018 (the most recent available data), an increase of 58% on 2008. It also accounted for 6,120 jobs in 2019.

The sector now plays an important role in city's socioeconomic future through the Regional Economic Strategy, LOIP and City Centre regeneration plans. Key to coordinating and supporting creative economy growth is Culture Aberdeen, the City's primary network body for culture. The network has over 30 members ranging from large organisations such as Aberdeen Performing Arts through to emerging community-based organisations. The network is recognised with the Regional Economic Strategy and reflected in the 'Vibrant City' political priorities of the Council. Culture Aberdeen supports creative businesses in the following ways:

- Providing advocacy and a voice for the culture community, championing and creating opportunities for investment.
- Create the connections which grows the cultural economy through events, policy work, news platforms, research, training and best practice sharing.
- Promoting opportunities and facilitating collaboration, resource sharing and consortium led bids.
- Delivering the cultural strategy's programmes of change to make Aberdeen a more prosperous city to the benefit of its communities and visitors alike.

Culture Aberdeen is an unincorporated association, run voluntarily and undertaken by cultural professionals with senior roles and significant responsibilities for their own organisations. The network was supported by a coordinator employed by Aberdeen City Council until February 2024 when the post holder left the role, due to a Council recruitment freeze Culture Aberdeen remain without coordination support at a crucial time for the network as they seek to transition from being a volunteer body to becoming the development body for the North East Culture and Creative Industries. This work will be completed in 2025.

The provision of coordination support on a fixed term basis is intended to provide the organisation a period of transition, to support members to undertake the revision of the Culture Aberdeen model and Culture Strategy (as per Partnership Priorities), develop new programmes of sector business support, secure alternative income streams through collaboration and undertake scoping and consultation to identify a new sustainable long term operating model for Culture Aberdeen.

Coordination support would entail:

- Facilitate the organisation and delivery of Culture Aberdeen programme of network events, including programmes of best practice for knowledge, skills and learning.
- Coordinate the facilitation of working groups to take forward actions and activities of the Culture Aberdeen action plan to support business resilience and growth.
- Facilitating consortium/ collaborative activity and bids, making it easier for emerging, small and new cultural businesses to pull resources together to make successful bids.
- To attract and support new and emerging creative businesses to the network, connecting them to established member businesses, fostering pathways for resilience and sustainable practice.

- Monitor the delivery of actions against the Culture Aberdeen action plan against pre-agreed reporting framework, building evidence base for the impacts of culture and creative industries.
- Manage Culture Aberdeen's web resources and social media presence, promoting opportunities within and for the creative sector.
- Promote the Membership's activities and products to potential new customers and audiences.
- Undertake research, data collection and sector mapping to inform new support programmes for business resilience and sustainability.
- Connect and engage with the wider business sector and third sector to create new opportunities for collaboration and economic development.
- Facilitate knowledge exchange across the membership of Culture Aberdeen and beyond.
- Support for Culture Aberdeen led LOIP Improvement Projects (Aberdeen Prospers) for city centre regeneration and employability.

People and Skills

ABZWorks - Entrepreneurship projects in partnership with North East Scotland College, Robert Gordon's University and Aberdeen University

Sparking Change: Aberdeen in partnership with Aberdeen University

This pilot programme, run in autumn 2024 and spring 2025, is designed to ignite a passion for social change in residents of Aberdeen City, including students from the University of Aberdeen (UoA), Robert Gordon University (RGU) and North East Scotland College (NESCol).

Through a blend of interactive workshops, inspiring guest speakers, hands-on project development, and a final showcase event, participants will be equipped with the knowledge, skills, and confidence to become the next generation of social entrepreneurs. The programme is aimed at students and members of the local community with little to no experience of enterprise, innovation and entrepreneurship, but who wish to make a positive change in the world. As such, the programme will provide learning opportunities for participants to highlight the importance of mission-led organisations and businesses, and the United Nations' Sustainable Development Goals (SDGs) (a global framework for tackling pressing issues like poverty, inequality, and climate change).

Our aim is to run two series of events with one in Quarter 4 of 2024 (Autumn cohort) and then a repeat series in Quarter 1 of 2025 (Spring cohort).

Each of the Autumn and Spring events will follow the format of three 2-day events and a showcase event. Each of the 2-day events will aim to attract 30 participants and then all participants from those will come together in a showcase event. This will build two cohorts of 90 people from the city, so 180 local residents who have had the opportunity to develop their skills and networks.

The two events will be measured for success in a variety of ways:

- **Participant feedback:** Collect feedback during the events to get immediate reactions and suggestions from participants.

- **Post-event surveys:** Surveys after each event to gather more detailed feedback and insights from attendees.
- **Social media engagement:** Monitor social media activity related to each event, such as mentions, shares, and hashtags, to measure reach and engagement.
- **Press coverage:** Evaluate the level of press coverage in the region as an indicator of public interest and perception.

The requested funding will directly support Intervention S41 of the UK Shared Prosperity Fund. It will support partnership between cohorts of participants centred around project-based entrepreneurial learning and aim to develop a culture that celebrates entrepreneurship. It also gives us an opportunity to work collaboratively between UoA, RGU and NESCol to support entrepreneurship alongside delivery of other existing educational programmes. And finally, it gives us the opportunity to support local areas within the city by providing adult skills provision

Startup Accelerator Programme in partnership with Robert Gordon's University

Startup Accelerator Programme - a programme to support new partnership and project-based entrepreneurial learning between business and education to develop a culture that celebrates entrepreneurship (S41).

The RGU Startup Accelerator Programme is a startup competition aimed at entrepreneurs and entrepreneurial teams who have an early-stage idea (or venture) and want to gain the skills and confidence to create sustainable and scalable business ventures located in the city region, that creates employment opportunities, investment and wealth across the region.

Selected teams will be invited onto the main programme which includes a three-month structured development programme, access to non-equity seed-funding, access to co-working space, mentorship and access to the wider support eco-system. The programme culminates in a celebration showcase event where teams will pitch to judges and investors to win prize money.

The startup competition, open to anyone who wants to develop a proposition which brings benefit to the City region, including students and recent graduates of RGU, NESCol and University of Aberdeen (UoA), aims to accelerate the growth of the overall start up ecosystem in the region by supporting start-ups at the earliest stages with resources, infrastructure, seed funding and guidance. Startups will be encouraged to start up in the Aberdeen city region and access support from the wider eco-system during and beyond the programme, including funding schemes like the Business Start Up Grant.

The Accelerator programme will be led by Chris Moule, Head of Entrepreneurship and Innovation at RGU and delivered by RGU's Entrepreneurship & Innovation Group team, building upon their experience of running six Accelerator programmes in the North East since 2018, attended by 248 participants who have gone on to create 128 businesses.

A key part of the programme will be the access to a mentor network drawn from local and international mentors, investors, as well as domain experts working in the universities and college.

There are 3 key objectives of the programme:

(1) To support entrepreneurship, accelerated business start-up, development, and growth across the region. The Start Up Accelerator Programme will focus directly on the acceleration of early-stage ideas to diversify the regional economy and create new businesses. The

programme is designed to assist in the validation of novel services or products that have the potential for rapid market adoption and high impact potential.

Through a structured Accelerator programme and dedicated mentor support, aspiring entrepreneurial teams will take their first steps to growing a start-up venture, offering the potential to create jobs, bring in new revenue and investment and enhance the reputation of the region. Furthermore, the collaborative design of the programme shall provide opportunities for co-founder teams to work together, increasing the likelihood of a venture developing.

(2) Upskill and reskill individuals to enter or remain in work

The Programme seeks to create entrepreneurial talent who have skills in creativity, innovation, problem solving, leadership and resilience – all highlighted as critical skills of the future. The training and mentoring provided throughout the Accelerator and the focus on personal development in the first instance, ensures that all participants are given valuable upskilling which they can apply either to their own venture or future employment.

(3) Support those further removed from the labour market or who may face additional barriers to self-employment, employment, training and education.

The Accelerator Programme provides a vehicle through which entrepreneurs of all backgrounds, genders and ages can develop skills, build confidence and knowledge, and work on validating their own innovative venture.

This page is intentionally left blank

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	8 May 2024
EXEMPT	The content of the report is public, but it contains an exempt appendix. (Paragraph 8 – Estimated Expenditure on Contracts: ‘This report refers to the acquisition or supply of goods/services where disclosure to the public of the amount to be spent would be likely to give an advantage to a person or organisation seeking to enter a contract with the Council.’)
CONFIDENTIAL	No
REPORT TITLE	Ferryhill School Suitability Improvements: Outline Business Case
REPORT NUMBER	F&C/24/135
DIRECTOR	Eleanor Sheppard
CHIEF OFFICER	Stephen Booth
REPORT AUTHOR	Claire Cowan
TERMS OF REFERENCE	1.1.4

1. PURPOSE OF REPORT

- 1.1 This report presents a completed Outline Business Case, setting out the findings of a recent feasibility study, to identify options for improving the suitability of Ferryhill School.

2. RECOMMENDATION(S)

That the Committee:-

- 2.1 Approves in principle the recommended option within the outline business case at Appendix A, to refurbish and extend Ferryhill School and to provide a standalone nursery building, in line with the allocation of funding for this project within the Non-Housing Capital Programme, which was approved by Council on 6 March 2024;
- 2.2 Approves the use of resources to take forwards detailed design development for the recommended option; and
- 2.3 Instructs the Chief Officer - Corporate Landlord to report back to the Committee with a full business case, within the next 12 months.

3. CURRENT SITUATION

- 3.1 At its meeting on 8 September 2022, the former Education Operational Delivery Committee approved the Council's School Estate Plan, and instructed officers to take forwards a detailed action plan to develop and improve the school estate. This included an instruction for officers to carry out a feasibility study, to identify options for improving the dining capacity, layout and ELC facilities at Ferryhill School.
- 3.2 The outline business case, included at Appendix 1 of this report, sets out the findings of the feasibility study, and provides an analysis of the options available for improving the suitability of the school building.
- 3.3 This project aims to address critical suitability issues which are negatively impacting the school's operations and which have reached a point of necessitating immediate action.
- 3.4 For example, the current dining facilities are unable to accommodate the growing pupil roll at the school, and pressure on this space is likely to increase as universal free school meals entitlement continues to be rolled out. The nursery facilities at the school also require improvement, including direct access to external play areas to promote child development, whilst outdoor play areas for older pupils require improved access, and easier supervision to ensure safety. Furthermore, the PE facilities require to be extended and improved.
- 3.5 To address these issues, the preferred option identified within the outline business case is **Option 2A, to refurbish and extend the school building and to provide a standalone nursery.**
- 3.6 This option will deliver:
- A building with improved flexibility and better use of space across the whole site;
 - A modern dining facility providing a much improved experience for the pupils and staff, and facilitate any future free school meals expansion;
 - A double court PE hall, which conforms with Sport Scotland guidance;
 - Improved nursery provision, including direct access to the outdoors;
 - The suitability of the building changing from grade D (not fit for purpose) to grade A (fully fit for purpose); and
 - An asset which contributes positively to Net Zero targets.
- 3.7 Should this option be approved, detailed design work would be undertaken over the next year, with a view to construction work commencing in Summer 2025. The construction period would then be in the region of 12-15 months.

Relocation to Walker Road School

- 3.8 Due to the extent of the work required, it will be necessary for pupils and staff to be relocated to an alternative school building, for the duration of the works. This will ensure that the work can be progressed safely and efficiently, whilst minimising the level of disruption to learning and teaching.

- 3.9 Officers are therefore drawing up plans for the former Walker Road School building, which is currently vacant following that school's relocation to the new Greyhope School and Community Hub, to be used by the pupils and staff at Ferryhill School, whilst refurbishment work is carried out. It is anticipated that the relocation would take place prior to the start of the school session in August 2025, with works on site commencing shortly thereafter.
- 3.10 Initial discussions on these plans have already taken place with the staff and Parent Council at the school, and this dialogue will continue over the next year, as the detailed plans take shape. Full details of the relocation plan will be included within the full business case.

4. FINANCIAL IMPLICATIONS

- 4.1 At its budget setting meeting on 6 March 2024, Council approved an overall budget of £17.1m within the Non-Housing Capital Programme, for suitability improvements at Ferryhill School. The stage 1 estimated capital costs for the preferred option as detailed in the outline business case are within the available budget for the project. The cost of developing the full business case will be met from this budget.
- 4.2 Additional revenue costs associated with the project include an estimated one-off revenue requirement of £713k, to cover the cost of relocation to Walker Road School, and an estimated increase in on-going annual running costs of £226k. These costs will be added to the annual budget setting process for 2025/26 onwards. There are no expected increased revenue costs for 2024/25.

5. LEGAL IMPLICATIONS

- 5.1 Section 1 of the Education (Scotland) Act 1980 provides that it shall be the duty of every education authority to secure that there is made for their area adequate and efficient provision of school education.
- 5.2 Section 17 of the Education (Scotland) Act 1980 provides that it shall be the duty of an education authority in the performance of their functions under sections 1 to 6 of the Act, to provide for their area, sufficient accommodation in public schools and other educational establishments under their management to enable them to perform their said functions. In addition, an education authority shall maintain and keep efficient every public school, and other educational establishment under their management, and shall from time to time provide such additional accommodation as may be necessary to enable them to perform their functions under the Act and may, provide, alter, improve, enlarge, equip and maintain schools and other educational establishments within their area.

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	Failure to plan effectively for the school leading to the Council being unable to fulfil its duty to make adequate and efficient education provision	The recommended option as set out with the business case will help to ensure that adequate and efficient provision will be available at the school for the foreseeable future	L	Yes
Operational	The preferred option doesn't meet the needs of building users	Building users will be consulted and engaged with throughout the design development to ensure their views and requirements are highlighted	L	Yes
Financial	Inability to deliver the Council's desired outcomes within the approved budget	This will be mitigated through working with cost consultants and designers during design development stage.	L	Yes

Reputational	Failure to engage with stakeholders on the planned changes to the school could lead to reputational damage for the Council.	Ongoing dialogue and engagement with staff, parents and pupils will continue throughout the project	L	Yes
Environment / Climate	No significant risks identified			

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 recommendations within this report support the delivery of the following policy statements:</p> <p><u>A City of Opportunity</u></p> <p>Policy Statement 2 - 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. The report seeks Committee's approval to proceed with design development for significant improvements to be made to the suitability of Ferryhill School.</p>
<u>Aberdeen City Local Outcome Improvement Plan 2016-26</u>	
Prosperous People Stretch Outcomes	Prosperous People: The project will support Stretch Outcome 8 in the LOIP - <i>Childfriendly city where all decisions which impact children and young people will be informed by them by 2026</i> . Ongoing stakeholder engagement will help ensure that the views of children and young people will be taken into account.
Prosperous Place Stretch Outcomes	The updated School Estate Plan supports the delivery of Stretch Outcome 13 in the LOIP – Addressing climate change by reducing Aberdeen's carbon emissions by at least 61% by 2026 and adapting to the impacts of our changing climate. The proposed improvements to the school site will assist in reducing carbon emissions from the school estate.

Regional and City Strategies	This project forms part of the School Estate Plan which will support the delivery of the Council's Property and Estates Strategy and the Net Zero Routemap for Aberdeen City.
-------------------------------------	---

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	No assessment required. I confirm this has been discussed and agreed with Stephen Booth, Chief Officer Corporate Landlord on 15/04/2024.
Data Protection Impact Assessment	Not required
Other	No other assessments required

10. BACKGROUND PAPERS

- 10.1 Education Operational Delivery Committee, 8 September 2022: [Agenda Item 14: School Estate Plan 2022](#).

11. APPENDICES

- 11.1 Exempt Appendix 1: Outline Business Case – Ferryhill School Improvements

12. REPORT AUTHOR CONTACT DETAILS

Name	Claire Cowan
Title	Assets & Estates Manager
Email Address	clcowan@aberdeencity.gov.uk
Tel	01224 045637

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	8 May 2024
EXEMPT	The content of the report is public, but it contains an exempt appendix. (Paragraph 8 – Estimated Expenditure on Contracts: ‘This report refers to the acquisition or supply of goods/services where disclosure to the public of the amount to be spent would be likely to give an advantage to a person or organisation seeking to enter a contract with the Council.’)
CONFIDENTIAL	No
REPORT TITLE	St Machar Grounds Improvements: Outline Business Case
REPORT NUMBER	F&C/24/134
DIRECTOR	Eleanor Sheppard
CHIEF OFFICER	Stephen Booth
REPORT AUTHOR	Sharon McNutt
TERMS OF REFERENCE	1.1.4

1. PURPOSE OF REPORT

- 1.1 This report presents a completed Outline Business Case, setting out the findings of a recent feasibility study, to identify options for improving the grounds at St Machar Academy.

2. RECOMMENDATION(S)

That the Committee:-

- 2.1 Approves in principle the recommended option within the outline business case at Appendix A, to improve the outside environment at St Machar Academy, in line with the allocation of funding for this project within the Non-Housing Capital Programme, which was approved by Council on 6 March 2024;
- 2.2 Approves the use of resources to take the improvements detailed in the preferred option; and
- 2.3 Instructs the Chief Officer - Corporate Landlord to report back to the Committee with a full business case, within the next 12 months.

3. CURRENT SITUATION

- 3.1 At its meeting on 8 September 2022, the former Education Operational Delivery Committee approved the Council's School Estate Plan, and instructed officers to take forwards a detailed action plan to develop and improve the school estate. This included an instruction for officers to carry out a feasibility study, to identify options for improving the outside space at St Machar Academy.
- 3.2 The outline business case, included at Appendix 1 of this report, sets out the findings of the feasibility study, and provides an analysis of the options available for improving the suitability of the school building.
- 3.3 This project aims to address critical suitability issues which are negatively impacting the school's operations, including:
- The layout of the St Machar Academy site and restrictions on outdoor space presents challenges for curriculum delivery
 - There are three old, disused modular classroom units in the playground which require to be removed;
 - The playground is on a slope and is in poor condition in places with areas not accessible because of fenced off areas around the temporary units;
 - The Locality Inclusion Team is providing funding for an outdoor food pod to increase the options available on site for pupils however, whilst there is already sufficient indoor dining capacity to meet current and predicted future demand, there are currently no outside dining facilities or seating in the playground;
 - The school and playground are not connected directly to the sports field, and pupils must go off site to get to it for sports activities and to access the muster points located there in a fire evacuation;
 - The site is not secure and cannot be secured due to a lack of fencing in some areas and a gate which cannot be locked as it is currently designated as a fire escape route; and
 - The playing field has access and drainage issues which often make it unusable. The artificial pitch becomes flooded after periods of heavy rain, making it unsafe to use.
- 3.4 To address these issues, the preferred option identified within the outline business case is Option 4 – grounds improvements with covered dining.
- 3.5 This option will deliver improvements to the outside space and new facilities to include:
- The removal of the disused classroom units.
 - New covered outside dining facility with food pod servery to compliment existing indoor facilities and provide a wider choice of options for pupils, that can also be used as an outdoor classroom and pupil social space;;

- New sports facilities with a multiuse games area (MUGA) adjacent to the existing all weather sports pitch and improved field drainage;
- New direct access to the sports field that will incorporate a spectator seating area which can also be used as an outdoor classroom and pupil social space;
- A new outdoor classroom;
- Improved site security with new perimeter fencing to enable the site to be secured during the school day and prevent members of the public from accessing the playground; and
- Improved fire evacuation with direct safe access to the muster points in the field without the need to leave site.

3.6 Should this option be approved, a programme of work will be tendered with a view to construction work commencing in Autumn 2024, and with completion anticipated in Autumn 2025.

4. FINANCIAL IMPLICATIONS

4.1 At its budget setting meeting on 6 March 2024, Council approved an overall budget of £1.5m within the Non-Housing Capital Programme, for outdoor space improvements at St Machar Academy. The stage 1 estimated capital costs for the preferred option as detailed in the outline business case are within the available budget. The cost of developing the full business case will be met from this budget.

4.2 It is anticipated that any increased maintenance costs associated with the installation of the new sports pitch will be offset by revenue from an increased use of the facilities by external groups at evenings and weekends. There are no further direct financial implications arising from the recommendations of this report.

5. LEGAL IMPLICATIONS

5.1 Section 1 of the Education (Scotland) Act 1980 provides that it shall be the duty of every education authority to secure that there is made for their area adequate and efficient provision of school education.

5.2 Section 17 of the Education (Scotland) Act 1980 provides that it shall be the duty of an education authority in the performance of their functions under sections 1 to 6 of the Act, to provide for their area, sufficient accommodation in public schools and other educational establishments under their management to enable them to perform their said functions. In addition, an education authority shall maintain and keep efficient every public school, and other educational establishment under their management, and shall from time to time provide such additional accommodation as may be necessary to enable them to perform their functions under the Act and may, provide, alter, improve, enlarge, equip and maintain schools and other educational establishments within their area.

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	Failure to plan effectively for the school leading to the Council being unable to fulfil its duty to make adequate and efficient education provision	The recommended option as set out with the business case will help to ensure that adequate and efficient provision will be available at the school for the foreseeable future	L	Yes
Operational	The preferred option doesn't meet the needs of building users	Building users will be consulted and engaged with throughout the design development to ensure their views and requirements are highlighted	L	Yes
Financial	Inability to deliver the Council's desired outcomes within the approved budget	This will be mitigated through working with cost consultants and designers during design	L	Yes

		development stage.		
Reputational	Failure to engage with stakeholders on the planned changes to the school could lead to reputational damage for the Council.	Ongoing dialogue and engagement with staff, parents and pupils will continue throughout the project	L	Yes
Environment / Climate	No significant risks identified			

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 recommendations within this report support the delivery of the following policy statements:</p> <p><u>A City of Opportunity</u></p> <p>Policy Statement 2 - 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. The report seeks Committee's approval to proceed with design development for significant improvements to be made to the suitability of Ferryhill School.</p>
<u>Aberdeen City Local Outcome Improvement Plan 2016-26</u>	
Prosperous People Stretch Outcomes	Prosperous People: The project will support Stretch Outcome 8 in the LOIP - <i>Child friendly city where all decisions which impact children and young people will be informed by them by 2026</i> . Ongoing stakeholder engagement will help ensure that the views of children and young people will be taken into account.
Prosperous Place Stretch Outcomes	The updated School Estate Plan supports the delivery of Stretch Outcome 13 in the LOIP – Addressing climate change by reducing Aberdeen's carbon emissions by at least 61% by 2026 and adapting to the impacts of our changing climate. The proposed improvements to the school site will assist in reducing carbon emissions from the school estate.

Regional and City Strategies	This project forms part of the School Estate Plan which will support the delivery of the Council's Property and Estates Strategy and the Net Zero Routemap for Aberdeen City.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	No assessment required. I confirm this has been discussed and agreed with Stephen Booth, Chief Officer Corporate Landlord on 11/4/24.
Data Protection Impact Assessment	Not required
Other	No other assessments required

10. BACKGROUND PAPERS

- 10.1 Education Operational Delivery Committee, 8 September 2022: [Agenda Item 14: School Estate Plan 2022](#).

11. APPENDICES

- 11.1 Exempt Appendix 1: Outline Business Case – St Machar Academy Grounds Improvements

12. REPORT AUTHOR CONTACT DETAILS

Name	Sharon McNutt
Title	Assets & Estates Manager
Email Address	smncutt@aberdeencity.gov.uk
Tel	01224 069292

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	8 May 2024
EXEMPT	The content of the report is public, but it contains an exempt appendix. (Paragraph 8 – Estimated Expenditure on Contracts: ‘This report refers to the acquisition or supply of goods/services where disclosure to the public of the amount to be spent would be likely to give an advantage to a person or organisation seeking to enter a contract with the Council.’)
CONFIDENTIAL	No
REPORT TITLE	Harlaw Academy Suitability Improvements: Outline Business Case
REPORT NUMBER	F&C/24/136
DIRECTOR	Eleanor Sheppard
CHIEF OFFICER	Stephen Booth
REPORT AUTHOR	Claire Cowan
TERMS OF REFERENCE	1.1.4

1. PURPOSE OF REPORT

- 1.1 This report presents a completed Outline Business Case, setting out the findings of a recent feasibility study, to identify options for improving the suitability of Harlaw Academy.

2. RECOMMENDATION(S)

That the Committee:-

- 2.1 Approves in principle the preferred option within the outline business case at Appendix A, to improve the suitability of the Harlaw Academy building, in line with the allocation of funding for this project within the Non-Housing Capital Programme, which was approved by Council on 6 March 2024;
- 2.2 Approves the use of resources to take forwards detailed design development for the preferred option;
- 2.3 Gives delegated powers to the Chief Officer - Capital, to award a contract for the refurbishment and extension of the pavilion at Harlaw Road Playing Fields, provided the cost of the works does not exceed the approved overall budget for this aspect of the project; and
- 2.4 Instructs the Chief Officer - Corporate Landlord to report back to the Committee with a full business case within the next 12 months.

3. CURRENT SITUATION

- 3.1 At its meeting on 8 September 2022, the former Education Operational Delivery Committee approved the Council's School Estate Plan, and instructed officers to take forwards a detailed action plan to develop and improve the school estate. This included an instruction for officers to carry out a feasibility study, to identify options for improving the suitability and addressing current issues at Harlaw Academy.
- 3.2 The outline business case, included at Appendix 1 of this report, sets out the findings of the feasibility study, and provides an analysis of the options available for improving the suitability of the school building.
- 3.3 This project aims to address critical suitability issues which have reached a point of necessitating immediate action. In particular these include insufficient dining facilities, which are unable to accommodate the number of pupils attending the school, and which require to be extended.
- 3.4 There is also a lack of appropriate facilities at the school for delivery of the PE curriculum. Currently, pupils require to be transported by bus to playing fields at Groats Road, Hazlehead for their outdoor PE provision, and the time spent travelling to and from the site reduced the amount of time available for learning and teaching.
- 3.5 The preferred option identified within the outline business case is **Option 1A – First Floor Extension, Outdoor Covered Area and MUGA at Harlaw Academy, and the Extension and Refurbishment of Harlaw Road Pavilion.**
- 3.6 This option would deliver:
- The formation of a first floor extension on the Harlaw Academy site, creating a fit for purpose dining hall and catering facility
 - An outdoor covered area (sitting on ground level, below the new extension) to ensure that pupils do not lose valuable outdoor space and provide additional space for recreation and eating
 - Additional outdoor space on the roof, as a PE and general teaching space
 - Security improvements to the school site
 - Alterations to current spaces within the school to provide new teaching classrooms, to assist with the predicted increase in roll.
 - Refurbishment and extension of the existing pavilion building at Harlaw Road Playing Fields
 - Relocation of outdoor PE provision to Harlaw Road Playing Fields

Links with the Replacement Hazlehead Academy Project

- 3.7 The proposed refurbishment and extension of the Harlaw Road Playing Fields pavilion is closely related to the separate approved project to replace the Hazlehead Academy building. During the construction phase of that project, pupils at Hazlehead Academy will require to use the playing fields at Groats

Road for their outdoor PE provision, as the playing fields at Hazlehead Academy will become the site for the new school building.

- 3.8 This means that the relocation of Harlaw Academy's outdoor PE provision from Groats Road to Harlaw Road requires to be completed as soon as possible, to avoid any delays to the Hazlehead Academy project.
- 3.9 It is therefore recommended that the Committee gives delegates powers to the Chief Officer, Capital to award a contract for the refurbishment and extension of the pavilion at Harlaw Road Playing Fields (as detailed within the outline business case), so that this element of the project can be prioritised and taken forwards as soon as possible.

Anticipated Timescales

- 3.10 Should the recommendations in this report be approved, detailed design work would be undertaken over the next year, with a view to the refurbishment and extension of the Harlaw Road Playing Fields Pavilion commencing prior to summer 2025, with an estimated construction period of 12 months. This would allow the outdoor PE provision for Harlaw Academy to be relocated to the Harlaw Road Playing Fields site, and subsequently for Hazlehead Academy's PE provision to be relocated to the Groats Road site.
- 3.11 Detailed design work for the Harlaw Academy site would also continue over the next year, and a Full Business Case detailing the overall cost of the project would be presented to the Committee for approval. Following approval of the full business case, construction work on the school site would likely commence in Summer 2025, and the construction period would then be in the region of 9-12 months.
- 3.12 The works at the Harlaw Academy and Harlaw Road Playing Fields sites would take place during term time, as well as within holiday periods. There would be no requirement for pupils and staff to be relocated from Harlaw Academy whilst the works take place, although careful consideration of the sequencing of works will be required to ensure the safety of the site is maintained and any disruption to learning and teaching is minimised.
- 3.13 Initial discussions on these plans have already taken place with the staff and Parent Council at the school, and this dialogue will continue over the next year, as the detailed plans take shape. Full details of the H&S plan will be included within the full business case.

4. FINANCIAL IMPLICATIONS

- 4.1 At its budget setting meeting on 6 March 2024, Council approved an overall budget of £8.6m within the Non-Housing Capital Programme, for suitability improvements at Harlaw Academy and improvements to the Harlaw Road Pavilion. An allocation of funding has also been made available from the Council's Condition and Suitability programme, to support the planned improvements to the Harlaw Road Pavilion.

The stage 1 estimated capital costs for the preferred option as detailed in the outline business case are within the overall funding which has been allocated for the project. The cost of developing the full business case will be met from this funding.

- 4.2 As referenced in the OBC at page 5, if the Harlaw Academy project is approved through a Full Business Case there would be additional ongoing annual costs of approximately £189k for heating and cleaning for the school building added to the budget from 2025/26 onwards.
- 4.3 If Recommendation 2.3 (to delegate powers to the Chief Officer, Capital, to award a contract for the refurbishment and extension of the pavilion at Harlaw Road Playing Fields) is approved, there would be additional ongoing annual costs of approximately £93k for heating and cleaning for the pavilion building added to the budget from 2025/26 onwards.

5. LEGAL IMPLICATIONS

- 5.1 Section 1 of the Education (Scotland) Act 1980 provides that it shall be the duty of every education authority to secure that there is made for their area adequate and efficient provision of school education.
- 5.2 Section 17 of the Education (Scotland) Act 1980 provides that it shall be the duty of an education authority in the performance of their functions under sections 1 to 6 of the Act, to provide for their area, sufficient accommodation in public schools and other educational establishments under their management to enable them to perform their said functions. In addition, an education authority shall maintain and keep efficient every public school, and other educational establishment under their management, and shall from time to time provide such additional accommodation as may be necessary to enable them to perform their functions under the Act and may, provide, alter, improve, enlarge, equip and maintain schools and other educational establishments within their area.

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	Failure to plan effectively for the school leading to the Council being unable to fulfil its duty to make adequate and efficient education provision	The recommended option as set out with the business case will help to ensure that adequate and efficient provision will be available at the school for the foreseeable future	L	Yes
Operational	The preferred option doesn't meet the needs of building users	Building users will be consulted and engaged with throughout the design development to ensure their views and requirements are highlighted	L	Yes
Financial	Inability to deliver the Council's desired outcomes within the approved budget	This will be mitigated through working with cost consultants and designers during design development stage.	L	Yes
Reputational	Failure to engage with stakeholders on the planned changes to the school could lead to reputational damage for the Council.	Ongoing dialogue and engagement with staff, parents and pupils will continue throughout the project	L	Yes
Environment / Climate	No significant risks identified			

8. OUTCOMES

COUNCIL DELIVERY PLAN 2023-2024

<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 recommendations within this report support the delivery of the following policy statements:</p> <p><u>A City of Opportunity</u></p> <p>Policy Statement 2 - 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. The report seeks Committee's approval to proceed with design development for significant improvements to be made to the suitability of Harlaw Academy.</p>
<u>Aberdeen City Local Outcome Improvement Plan 2016-26</u>	
Prosperous People Stretch Outcomes	Prosperous People: The project will support Stretch Outcome 8 in the LOIP - <i>Child friendly city where all decisions which impact children and young people will be informed by them by 2026</i> . Ongoing stakeholder engagement will help ensure that the views of children and young people will be taken into account.
Prosperous Place Stretch Outcomes	The updated School Estate Plan supports the delivery of Stretch Outcome 13 in the LOIP – Addressing climate change by reducing Aberdeen's carbon emissions by at least 61% by 2026 and adapting to the impacts of our changing climate. The proposed improvements to the school site will assist in reducing carbon emissions from the school estate.
Regional and City Strategies	This project forms part of the School Estate Plan which will support the delivery of the Council's Property and Estates Strategy and the Net Zero Routemap for Aberdeen City.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	A new Integrated Impact Assessment has been completed
Data Protection Impact Assessment	Not required

Other	No other assessments required
--------------	-------------------------------

10. BACKGROUND PAPERS

- 10.1 Education Operational Delivery Committee, 8 September 2022: [Agenda Item 14: School Estate Plan 2022](#).

11. APPENDICES

- 11.1 Exempt Appendix 1: Outline Business Case – Harlaw Academy Improvements

12. REPORT AUTHOR CONTACT DETAILS

Name	Claire Cowan
Title	Assets & Estates Manager
Email Address	clcowan@aberdeencity.gov.uk
Tel	01224 045637

This page is intentionally left blank

ABERDEEN CITY COUNCIL

COMMITTEE	Finance & Resources
DATE	08/05/2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	A92 Murcar North – Active Travel Scheme Development
REPORT NUMBER	CR&E/24/129
DIRECTOR	Gale Beattie
CHIEF OFFICER	David Dunne
REPORT AUTHOR	Ken Neil
TERMS OF REFERENCE	1.1.4

1. PURPOSE OF REPORT

- 1.1 This report advises Members of the outcomes of the Outline Business Case (OBC) undertaken for the A92 Murcar North Active Travel scheme. A summary on the findings from the report is provided, along with recommendations on the next steps for the approved option.

2. RECOMMENDATIONS

That the Committee: -

- 2.1 Approve the Outline Business Case (Appendix 1);
- 2.2 Instruct the Chief Officer – Capital to progress all necessary procurements, approvals, permissions, licenses, agreements and consents required to develop and implement the project within its budget;
- 2.3 Note that available funding through the AWPR Non-Motorised User Fund is sufficient to fund the elements identified in 2.2 of this report, with the exception of implementation; and
- 2.4 Instruct the Chief Officer – Strategic Place Planning to seek additional external funding to allow the implementation of the project.

3. CURRENT SITUATION

Background

- 3.1 Transport Scotland and Aberdeen City Council have a Service Level Agreement to deliver a number of environmental mitigation projects to offset the environmental impact of the Aberdeen Western Peripheral Route (AWPR), which opened fully to traffic in February 2019. Delivery of an active travel route

between the Murcar Roundabout and Blackdog is one of the projects covered by the agreement, with an overall objective to improve conditions for people walking, wheeling and cycling in the area.

- 3.2 A STAG (Scottish Transport Appraisal Guidance) appraisal for the scheme was carried out and the outcomes were reported to the Net Zero, Environment and Transportation Committee on 27 March 2024 (Report Ref: COM/24/069). The Committee approved the East Option as the preferred option for the route and instructed that an Outline Business Case be completed and reported to the Council's Finance and Resources Committee.

Outline Business Case Development

- 3.3 An Outline Business Case (OBC) has been developed for the approved option along the East side of the A92, (refer to Appendix 1). The OBC provides a summary of the appraisal process, a description of what the project will deliver, key decisions associated with it, the expected costs and the funding position. It includes an outline of the benefits and dis-benefits, along with risks and assumptions associated with the project. Finally, it provides a summary of planned or agreed dates and time constraints.
- 3.4 This OBC sets out the preferred option to deliver active travel infrastructure along the eastern side of the A92 between Murcar and Blackdog. Developed Design has been undertaken as part of the OBC development. Further engineering assessments and Technical Design will follow with the Full Business Case, subject to approval of the OBC, and will provide further information on benefits, risks and challenges of delivering the preferred option. The outputs of the project are:
- the provision of a shared footway / cycle track on the east side of the A92 between Murcar Roundabout and Hareburn Road including a buffer to protect users from motorised vehicles;
 - the introduction of a footway along the western side of Hareburn Road;
 - crossing improvements for active travel users; and
 - updates to traffic signs and road markings.
- 3.5 The east option Developed Design outline cost estimate total is £3.0 million (2023 prices), not including future inflation and future maintenance. This includes all construction estimates (inclusive of optimism bias of 44%), land purchase, further design, drainage, geotechnical, potential bridge works, placemaking and landscaping, site supervision and project management, traffic management and monitoring and evaluation.

4. FINANCIAL IMPLICATIONS

- 4.1 To date this project has been funded through a budget allocation from the AWPR Service User agreement between the AWPR/B-T Managing Agent and the Transportation Team.
- 4.2 The current high level cost estimate for the scheme is £3.033M. There is sufficient budget remaining from the AWPR Non-Motorised Users fund to proceed with further development work and detailed design should the Outline Business Case be approved by this Committee.
- 4.3 There is, however, currently insufficient budget for the project to proceed with the implementation (construction) of the scheme. Therefore, should further approval be given by the Finance and Resources Committee at a later date to proceed to delivery, progress will be dependent on the sourcing of additional funding. In the first instance officers will investigate sources of funding from external bodies.
- 4.4 It should also be recognised that, should the project proceed towards delivery, there will be future costs associated with maintaining any new or upgraded infrastructure. Initial cost estimates have not yet been compiled for any future costs. Any future development work will identify implications for the Council's Revenue budget as options are developed further and refined. To minimise the requirement for revenue response maintenance in the future it is crucial to strive for the highest standards of quality in infrastructure, which shall be a key consideration in the next stages of project progression and delivery.

5. LEGAL IMPLICATIONS

- 5.1 There will be a need for land acquisition, Traffic Regulation Orders, planning and other approvals, and the detail of this will be developed as part of the design process. Further procurement exercises to deliver this project and its wider benefits shall also be required.

6. ENVIRONMENTAL IMPLICATIONS

- 6.1 There are no direct environmental implications arising from the recommendations of the STAG report. Any subsequent design stages shall include an Environmental Impact Assessment to inform any environmental implications of the project.

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	<p>Delivery of active travel measures supports a number of the Council's strategic priorities, particularly in terms of a sustainable economy, a sustainable transport system, the continued health and prosperity of our citizens, reductions in carbon emissions and a high-quality environment.</p> <p>Failure to deliver active travel improvements where there is evidence of their effectiveness could undermine the Council's ability to realise these aspirations.</p>	Continue to work with project partners to deliver the strategic objectives of this project and its wider benefits, therefore mitigating against the risk of the Council failing to deliver on its strategic sustainability priorities	L	Yes
Compliance	Should approval be secured to move forward then there will be a need for land acquisition, Traffic Regulation Orders, planning and other approvals and the detail of this	Compliance with statutory processes, procurement regulations, grant conditions (if required) and Scheme of Governance with regular progress and spend reporting to external funders and	L	Yes

	will be developed as part of the design process. Further procurement exercises to deliver this project and its wider benefits shall also be required.	the Transportation Programme Board.		
Operational	There will be costs associated with maintaining the infrastructure associated with the active travel proposals, should these reach the implementation stage.	Future development work shall identify implications for the Revenue budget as schemes are developed further and refined. To minimise the requirement for revenue response maintenance in the future it is crucial to strive for the highest standards of quality in infrastructure, which shall be a key consideration of the next stages of project delivery.	L	Yes
Financial	Removal or reduction in potential external funding streams for further development work and implementation.	Continual engagement with external funding bodies and appropriate monitoring of any funding applications.	M	Yes
Reputational	Failure to deliver active travel improvements to help meet the Council's (and partners) strategic transport objectives undermines the Council's commitments to improving the transport	Continue to work with project partners to deliver the strategic objectives of this project and its wider benefits, therefore mitigating against the risk of the council failing to deliver on its strategic sustainability priorities.	L	Yes

	network, achieving the PLACE outcomes set out in the LOIP (Local Outcome Improvement Plan), and supporting Scotland's Climate Change Plan commitment to reduce car kilometres by 20% by 2030.			
Environment / Climate	<p>The Council's Net Zero vision and strategic infrastructure plan – energy transition: transport emissions are a significant contributor to climate emissions so increasing sustainable travel will be necessary to achieving this sector's required reduction.</p> <p>If active travel measures are not delivered, the Council would not provide conditions which could encourage more sustainable travel movements which are likely to bring environmental improvements to the city and region.</p>	Continue to work with project partners to deliver the strategic objectives of this project and its wider benefits, therefore mitigating against the risk of the Council failing to deliver on its strategic sustainability priorities.	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 proposals within this report support the delivery of the following aspects of the policy statement: -</p> <ul style="list-style-type: none"> • Reviewing our cycle and active transport network, and work with Aberdeen Cycle Forum to deliver our shared vision of making Aberdeen a cyclist friendly city and provide covered secure cycle storage in suitable locations across Aberdeen.
<u>Aberdeen City Local Outcome Improvement Plan 2016-26</u>	
<p>Prosperous Economy Stretch Outcomes</p> <p><i>1. No one will suffer due to poverty by 2026.</i></p> <p><i>2. 400 unemployed Aberdeen City residents supported into Fair Work by 2026.</i></p> <p><i>3. 500 Aberdeen City residents upskilled/ reskilled to enable them to move into, within and between economic opportunities as they arise by 2026.</i></p>	<p>The proposals within this report support the delivery of LOIP Stretch Outcomes 1 to 3 as a good transport network and infrastructure provision means anyone regardless of their social status/economic means can choose a sustainable mode of travel for commuting.</p> <p>A reliable transport network supports economic growth and movement both locally and otherwise and affords the public the opportunity to choose a sustainable mode of travel to and from their workplaces.</p>
<p>Prosperous People Stretch Outcomes</p> <p><i>11. Healthy life expectancy is five years longer by 2026</i></p>	<p>The proposals within this report support the delivery of LOIP Stretch Outcome 11. Active travel is known to improve a number of health conditions, potentially increasing life expectancy. Increased use of active travel produces less local emissions helping to combat the environmental risk to public health caused by poor air quality.</p>
<p>Prosperous Place Stretch Outcomes</p> <p><i>13. Addressing climate change by reducing Aberdeen's carbon</i></p>	<p>The proposals within this report support the delivery of LOIP Stretch Outcomes 13 and 14. Private vehicles are a significant contributor to carbon emissions so increasing sustainable travel opportunities will be necessary to help encourage greater levels of walking and cycling and achieving this sector's required emissions reduction.</p>

<p><i>emissions by at least 61% by 2026 and adapting to the impacts of our changing climate.</i></p> <p><i>14. Increase sustainable travel: 38% of people walking and 5% of people cycling as main mode of travel by 2026.</i></p>	
<p>Regional and City Strategies</p>	<p>The proposals within this report support:</p> <ul style="list-style-type: none"> • The Local, Regional and National Transport Strategies, all of which aim to deliver fewer miles travelled by private car and a cleaner transport system which results in fewer emissions; • The Net Zero Vision for Aberdeen, the Net Zero Aberdeen Routemap, the Air Quality Action Plan, and the Low Emission Zone (LEZ) by looking to improve opportunities for travel by low/zero emission forms of transport.
<p>AWPR NMU – Service Level Agreement</p>	<p>The proposals within this report support the following aims and objectives:</p> <ul style="list-style-type: none"> • The aim of the service level agreement which is to provide safe access to pedestrians and cyclists around the proposed route corridor and address issues of Non Motorised Users fragmentation. • To upgrade/provide new paths to allow safe, improved access between local communities and recreational areas. • To enable opportunities for a range of different users to undertake commuter, recreational and utility trips.

9. IMPACT ASSESSMENTS

Assessment	Outcome
<p>Integrated Impact Assessment</p>	<p>A new Integrated Impact Assessment has been completed for this project.</p> <p>https://www.aberdeencity.gov.uk/sites/default/files/2024-03/A92%20Murcar%20North%20Active%20Travel%20Infrastructure.pdf</p>

Data Protection Impact Assessment	Neither a brief DPIA or full DPIA is required at this stage
Other	N/A

10. BACKGROUND PAPERS

10.1 Ref: PLA/19/359 (City Growth and Resources Committee, December 2019)

10.2 Ref COM/24/069 (Net Zero and Transportation Committee, March 2024)

10.3 A92 Murcar North Active Travel Infrastructure STAG-Based Appraisal

11. APPENDICES

11.1 Appendix 1 – A92 Murcar North Active Travel Infrastructure Outline Business Case

12. REPORT AUTHOR CONTACT DETAILS

Name	Ken Neil
Title	Senior Engineer
Email Address	KenN@aberdeencity.gov.uk
Tel	01224 053924

This page is intentionally left blank

Outline Business Case

Project Name	A92 Murcar North Active Travel Infrastructure Corridor: Outline Business Case		
Author	Dylan Jamieson/Ken Neil	Date	17/04/2024
Sponsoring Cluster	Aberdeen City Council – City Regeneration and Environment Service	Version	1

Contents

1.	Introduction and Project Overview	2
2.	Executive Summary	2
3.	Strategic Fit	6
4.	Business Aims, Needs & Constraints	8
5.	Objectives	9
6.	Scope	9
6.1	Out of Scope.....	10
7.	Options Appraisal.....	10
7.1	Option 1 – West.....	11
7.2	Option 2 – Central.....	13
7.3	Option 3 – East.....	15
7.4	Scoring of Options Against Objectives.....	17
8.	Benefits	19
8.1	Customer Benefits	19
8.2	Staff Benefits – N/A	19
8.3	Resources Benefits (Financial) – N/A	20
9.	Costs	20
9.1	Project Capital Expenditure & Income	21
9.2	Project Revenue Expenditure & Income	21
9.3	Post- Project Capital Expenditure & Income.....	22
9.4	Post- Project Revenue Expenditure & Income.....	23
10.	Key Risks	24
11.	Procurement Approach	24
12.	Time	25
12.1	Time Constraints & Aspirations.....	25
12.2	Key Milestones	25
13.	Governance.....	25
14.	Resources	25
15.	Environmental Management	26
16.	Preserving Our Heritage	27
17.	Stakeholders	27
18.	Assumptions.....	27
19.	Dependencies	28
20.	Constraints	28
21.	ICT Hardware, Software or Network infrastructure	29
22.	Change Controls Issued by the Project – N/A	29
23.	Support Services Consulted	29
24.	Document Revision History.....	29
25.	Decision by Capital Board.....	29

1. Introduction and Project Overview

This Outline Business Case (OBC) sets out the preferred option for the provision of active travel infrastructure along the A92 in Aberdeen from the Murcar Roundabout at Bridge of Don to Blackdog in Aberdeenshire. This option has been identified following an appraisal undertaken in accordance with the principles of Scottish Transport Appraisal Guidance (STAG).¹

Summary of Aberdeen City Council Committee Instruction

In June 2023, consultants AECOM were commissioned by the Council to identify, develop, appraise and design option(s) for the provision of active travel infrastructure along the A92 between Murcar and Blackdog. Transport Scotland and the Council have a Service Level Agreement to deliver a number of environmental mitigation projects to offset the environmental impact of the Aberdeen Western Peripheral Route (AWPR), which opened fully to traffic in February 2019. Delivery of an active travel route between the Murcar Roundabout and Blackdog is one of the projects which is part of the agreement, with an overall objective to improve conditions for people walking, wheeling and cycling in the area.

An active travel route in the Murcar North area has been in development by the Council for a number of years, with initial design work undertaken in 2015 recommending a 3m shared use path on the east side of the A92. The scheme was then included as a project within the Council's Active Travel Action Plan.

Further design work was undertaken and consulted upon in August 2019, with the then City Growth and Resources Committee approving the detailed design of the path in December 2019. Since this time, there have been a number of changes that have taken place meaning that further work is required, including:

- Publication of updated Cycling by Design Guidance (Transport Scotland);
- Progression of the Ellon Park & Ride to Garthdee Transport Corridor Study; and
- Significant progress with land use developments at Blackdog and Cloverhill.

These changes resulted in the commissioning of the AECOM study in 2023 to take stock of the significant body of work already undertaken by the Council to progress the scheme, but with added opportunity to undertake an objective-led appraisal to support the design of a final proposed option for the active travel link.

2. Executive Summary

Purpose

This OBC sets out the preferred option for the provision of active travel infrastructure along the A92 in Aberdeen from the Murcar Roundabout at Bridge of Don to Blackdog in Aberdeenshire. The aim of the OBC is to support progression of the preferred option to Technical Design (building on the preliminary concept design that has been developed), and, thereafter, implementation.

The outputs of the project are:

¹ A copy of the appraisal is available at:

<https://committees.aberdeencity.gov.uk/documents/s154684/Appendix%201%20-%20A92%20Murcar%20North%20Active%20Travel%20Infrastructure%20STAG-Based%20Appraisal.pdf>

- the provision of a shared footway / cycle track on the east side of the A92 between Murcar Roundabout and Hareburn Road including a buffer to protect users from motorised vehicles;
- the introduction of a footway along the western side of Hareburn Road;
- crossing improvements for active travel users; and
- updates to traffic signs and road markings.

Strategic fit

The collective vision for Aberdeen (set out in the Local Outcome Improvement Plan (LOIP)) remains ‘*a place where all people can prosper*’, reflecting the desire of Community Planning partners to help all people, families, businesses, and communities to do well, succeed and flourish in every aspect, regardless of their background or circumstances. Successful delivery of active travel infrastructure will positively contribute to several outcomes and objectives of adopted Council policies and strategies. In particular:

- The Aberdeen City Local Transport Strategy, which is being refreshed in 2024;
- The Sustainable Urban Mobility Plan (SUMP); and
- The Aberdeen City Active Travel Action Plan 2021-2026.

This project will also provide support for the delivery of wider strategies including the Aberdeenshire Local Transport Strategy, the Nestrans Regional Transport Strategy 2040, the National Transport Strategy and the 2018-2032 Scotland Climate Change Plan. In addition, as noted above, the project also forms part of the delivery of environmental mitigation to offset the environmental impact of the AWPR.

Project Objective

The singular OBC objective is:

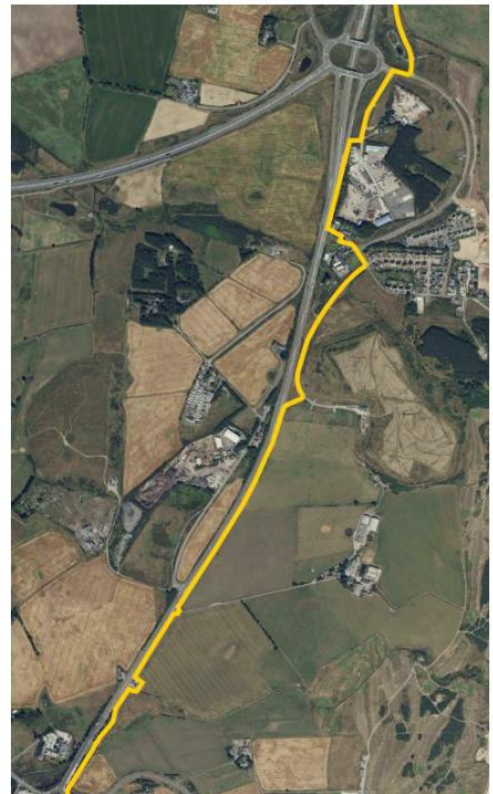
- *By 2030, increase the level of walking by 10% and cycling five-fold from 2027 for all journey types on the Blackdog to Murcar corridor*

Projects to support delivery of this objective will also be progressed as part of the Ellon Park & Ride to Garthdee Transport Corridor Study, which includes an option for a long-distance active travel route between Ellon and Murcar.

Project Overview

The appraisal of options undertaken in accordance with STAG indicated that the east option, to provide 1.9km of shared footway and 0.6km of footway, should be taken forward for

Technical Design. This option fully supports the study Transport Planning Objective (TPO) to increase the level of walking and cycling for all journey types on the Murcar to Blackdog corridor. It additionally performed well in appraisal against the STAG Criteria and received the greatest level of support as part of the public consultation undertaken in October 2023. Early landowner engagement has also expressed a willingness for collaboration with ACC to enable the scheme to progress. Continued engagement between the Council and landowner will be key going forward. The east option is projected to cost £3.0 million (2023 prices). This includes construction capital costs, preliminaries, site clearance, and land purchase; this is inclusive of optimism bias as well as costs for further design and potential risks associated with drainage, geotechnical and bridge design elements. Inflation and future maintenance have not been accounted for within this estimate. This cost would need to be adjusted to provide a budget estimate (based on a programme for the scheme).



From Murcar Roundabout, the route follows the eastern side adjacent to the A92 and around the rear of existing properties to tie into Hareburn Road

The **benefits** of this option are:

- The implementation of active travel infrastructure between Murcar and Blackdog would enable consistent active travel provision between Bridge of Don and Blackdog, extending to Balmedie if Aberdeenshire Council progress the shared use path between Taylors Recycling Centre and Blackdog.
- Growing population in the area, brought by developments at Strathathie Village (Blackdog) and Cloverhill (south of Murcar Roundabout) provides a key opportunity to instil new sustainable travel habits. Promoting the use of active travel instead of private vehicles from the outset will drive demand for more sustainable travel.
- Investment in quality active travel infrastructure within the A90 Strategic Growth area is essential to ensure there is an integrated and complete active travel network for residents to use for everyday journeys.
- The generally flat topography in this area will further promote the use of active travel as the route would be easily cyclable and suitable for a variety of different users.
- The relatively short distance between residential areas (Potterton, Blackdog etc.) and key employment areas (Bridge of Don and Denmore Industrial Estates) provides a significant opportunity for active travel to be used for commuting to work.
- From locking in the benefits of the AWPR to supporting wider policy objectives around climate change and health and wellbeing, the development of active travel infrastructure between Murcar and Blackdog aligns strongly with policy frameworks at the national, regional and local levels.
- There is an opportunity for the Murcar to Blackdog active travel route to link with existing recreational paths to provide an integrated active travel network allowing for recreational visitors to travel actively when visiting these locations.
- There is a clear appetite from the general public for this scheme to be implemented to

provide the 'missing link' and thus offer a fully integrated active travel route separated from vehicles.

The possible **disadvantages** of this option are:

- Land availability: a key constraint relates to the land available within ACC ownership. On the east side of the A92, there is farmland owned by third parties that would require landowner agreement and land purchase to deliver facilities to a desirable minimum standard outlined in Cycling by Design 2021.
- Gradient: steep gradients are located adjacent to the existing path for sections providing differentiation between ACC and privately owned land – permission would need to be sought from landowners to regrade these for delivery of the scheme.
- Utilities: a utilities search was undertaken as part of the previous work, which outlined a number of existing utilities within the study area. These will require to be taken into account during subsequent stages of design.
- Flooding: there are several watercourses identified in proximity to the study area – there is a high likelihood of flooding in proximity to these areas alongside some areas of surface water accumulation.

Project Costs

The east option Developed Design outline cost estimate total is £3.0 million (2023 prices), not including future inflation and future maintenance. This includes all construction estimates (inclusive of optimism bias of 44%), land purchase, further design, drainage, geotechnical, potential bridge works, placemaking and landscaping, site supervision and project management, traffic management and monitoring and evaluation. This cost would need to be adjusted to provide a budget estimate (based on a programme for the scheme). Revenue and ongoing maintenance costs will also be associated with the scheme – these will be determined at the detailed design stage.

Project Risks

Risk #1: Delivery of the east option is considered to have a moderate negative impact in terms of feasibility. This is because delivery requires third party land.

Risk #1 Mitigation: Further discussions are required as the design process moves forward as confirmation of ownership in the south of the study area is still pending, however, where initial landowner discussions have taken place along the route, these have intimated that third party ownership may not preclude deliverability of this option.

Risk #2: Sections of the route have level differences between the existing carriageway and adjacent fields which may affect constructability and increase land requirements subject to earthworks or alternative routing.

Risk #2 Mitigation: Should additional land not be attainable, Departures from Standard may be required to deliver an eastern active travel facility.

Risk #3: The requirement for third party land, earthworks, and risk to existing utilities may increase overall capital cost requirements (currently estimated at £3.0 million; 2023 prices). The existing gas main pipe in proximity to the proposed works requires further investigation, however, should a diversion be required this will increase capital costs.

Risk #3 Mitigation: The use of the previous A90, existing road network at Blackdog and the existing active travel path from Hareburn Terrace to Blackdog Junction will support mitigation of capital investment.

Planning

There is one section of the proposed scheme routeing behind two houses known as Elm Cottage and Ash Cottage. There is another section that would link from the dual carriageway to the adjacent minor road (Hareburn Road). Neither of these sections of the route would be adjoining an existing road and thus would require planning permission.

Funding

There is sufficient budget remaining from the AWPR Non-Motorised Users fund to proceed with further development work and detailed design should this OBC be approved. There is, however, currently insufficient budget for the project to proceed with the implementation (construction) of the scheme and therefore, should further approval be granted to proceed to delivery, progress will be dependent on the sourcing of additional funding.

Date and Time Constraints

This project will be delivered as part of the AWPR – Non-Motorised User Fund. Assuming this OBC is approved in May 2024, the design element can be progressed during 2024/25 and 2025/26 with a view to preparing a Full Business Case (FBC) in 2026. The most likely time constraint is associated with the agreements required for land acquisition and the associated legal processes.

Project Sponsor

John Wilson, Chief Officer - Capital

3. Strategic Fit

This project supports the LOIP. By creating a key missing link in the active travel corridor along the A92, the project will contribute to:

Prosperous Economy: by promoting an accessible active travel link, people can choose to travel to work sustainably.

Prosperous People: by introducing healthier travel choices for children, young people and adults. With an improved active travel corridor between Murcar and Blackdog, growing communities will be encouraged to travel actively (by walking, wheeling, or cycling) which has many health and wellbeing benefits. This will bring communities together.

Prosperous Place: by promoting mode changes, and in turn, increasing sustainable travel use.

Successful delivery of active travel infrastructure will positively contribute to several outcomes and objectives of other key adopted Council transport policies and strategies – this is detailed in Section 4. This project will also provide support for the delivery of wider strategies including the Aberdeenshire Local Transport Strategy, and key national and regional policies as follows.

National level

At a national level, Scotland's **National Transport Strategy (NTS2) (2020)** provides the national transport policy framework, setting out a clear vision of a sustainable, inclusive, safe and accessible transport system which helps deliver a healthier, fairer and more prosperous Scotland for communities, businesses and visitors. It sets out four key priorities to support this vision: reducing inequalities; taking climate action; helping to deliver inclusive economic growth; and improving health and wellbeing. The NTS supports the adoption of a **Sustainable Investment Hierarchy**; which prioritises investment aimed at reducing the need to travel unsustainably and maintaining and safely operating existing assets ahead of new infrastructure investment; and a **Sustainable Travel Hierarchy**; which promotes walking, wheeling, cycling public transport and shared transport options in preference to single occupancy private car

use). The preferred option would sit at the top of the Sustainable Travel Hierarchy and by reducing the need to travel unsustainably, would therefore sit at the top of the Sustainable Investment Hierarchy.

Delivery of the NTS2 will be supported by an accompanying NTS Delivery Plan, the **Climate Change Action Plan 2018-2032**. In the Climate Change Plan Update, The Scottish Government sets out a commitment to develop and implement a coordinated package of policy interventions to support the reduction of car kilometres by 20% by 2030. It is noted that the Scottish Government is committed to exploring options around encouraging remote working in order to support this reduction and is committed to developing a Work Local Programme which will work to drive the establishment of 20-minute neighbourhoods.

Delivery of NTS2 will also be supported by the **Strategic Transport Projects Review (STPR2)**. STPR2 is a whole-Scotland, evidence-based review of the performance of the strategic transport network across all transport modes and makes recommendations for potential transport investments for Scottish Ministers to consider as national investment priorities in an updated 20-year (2022-2042) Infrastructure Investment Plan for Scotland. The work undertaken to develop Nestrans' Regional Transport Strategy 2040 (RTS2040) fed into the development of STPR2, thus ensuring key issues for the North East are represented at a national level.

Regional level

At the regional level, the Nestrans **Regional Transport Strategy (RTS) 2040** sets the long-term vision and direction for transport in the North East for the next 20 years. The key transport priorities within the RTS are linked to the priorities in the NTS2 and include improving journey efficiencies to enhance connectivity; reducing carbon emissions to support net-zero targets; and creating a step change in public transport and active travel allowing for a 50:50 mode split. The RTS includes an action to *upgrade existing routes and develop a network of high quality and safe active travel routes across the region*. Delivery of the Murcar North scheme will support the development of this network.

The Nestrans **Active Travel Action Plan (AcTrAP)** was developed as part of a commitment during the refresh of the previous RTS, with the aim of encouraging increased levels of active travel across the region. Its vision is to: *“create an environment and culture in which walking and cycling are convenient, safe, comfortable, healthy and attractive choices of travel for everyday journeys.”* The Murcar North scheme will improve the attractiveness of active travel for everyday journeys.

Planning context

The preferred option, at its southern most end, will pass alongside OP1: Murcar which is zoned as Strategic Reserve Employment Land (27 hectares) for the period 2033-2040. Therefore, the route may allow for further future connections to employment areas.

The Town and Country Planning (General Permitted Development) (Scotland) Order 1992 (as amended) sets out the works that can be carried out by local authorities and roads authorities without the need to obtain planning permission.

For this project, delivered by the Council, Class 31 of this Order only allows for works, without the need for planning permission, that are –

“(a) on land within the boundaries of a road, of any works required for the maintenance or improvement of the road, where said works involve development by virtue of section 26(2)(b) of the Act; or (b) on land outside but adjoining the boundary of an existing road of works required for or incidental to the maintenance or improvement of the road”.

There is one section of the proposed scheme routeing behind two houses known as Elm Cottage and Ash Cottage. There is another section that would link from the dual carriageway to the adjacent minor road (Hareburn Road). Neither of these sections of the route would be adjoining an existing road and thus would require planning permission.

4. Business Aims, Needs & Constraints

ACC is the sponsoring organisation, and acts as highway authority, with responsibility for the development of active travel projects. The scheme will be delivered by the Roads Projects team, with support from the Transport Strategy & Programmes team.

As noted above, successful delivery of active travel infrastructure will positively contribute to several outcomes and objectives of other key adopted Council transport policies and strategies. In particular:

- The **Aberdeen City Local Transport Strategy**, which is being refreshed in 2024, and will cover the period to 2030 – the Murcar North scheme will complement the walking, wheeling and cycling policies and actions set out in the LTS;
- The **Sustainable Urban Mobility Plan (SUMP)**, which identifies the need to improve connectivity both within and to the city of Aberdeen. These objectives are aimed at locking in the benefits of the AWPR and preventing the erosion of these benefits, as would be anticipated should traffic be allowed to continue to grow to fill the additional road capacity that has been created; and
- The **Aberdeen City Active Travel Action Plan 2021-2026**, which aims to identify policies and design principles that ACC will abide by over the next five years (and in some cases beyond) and contains a series of actions and interventions that will be pursued in order to increase the proportion of journeys undertaken actively. The Plan aligns with the Nestrans Active Travel Action Plan.

Describe the purpose of the project, why it is needed, establishing a compelling case for change based on business needs, e.g. demand for services, deficiencies in existing provision etc. Where are we now and where do we need to get to.

This OBC is objective-led, with the goal of providing safe access for active travel users along the A92 corridor. The section under consideration, between Murcar and Blackdog, is a key missing link in the active travel network, which is preventing the completion of a long-distance active travel route to the north of the city and is likely to act as a constraint on the uptake of walking, wheeling and cycling within the study area for long-distance journeys as well as shorter trips (i.e. between Blackdog and nearby Industrial Estates in Aberdeen City) and recreational journeys. The missing link prevents people from making a range of active travel journeys, including for commuting, for leisure purposes and exercise, and to access shops and services at Murcar. Consultation feedback indicated that many local people currently drive short journeys because there is not adequate and safe provision to allow them to undertake such journeys actively. The scheme is one of the routes identified in the AWPR Service Level Agreement as a Strategic Cycle Project, and it will assist in compensating for the various moderate severance and other impacts of the AWPR in the north of the city.

Identify any constraints, e.g. timing issues, legal requirements, professional standards, planning constraints. What assumptions have been made, and any linkages and interdependencies with other programmes and projects should be explained, especially where the proposed project is intended to contribute to shared outcomes across multiple Clusters.

While this project is independent of other projects, the Ellon Park & Ride to Garthdee Transport Corridor Study incorporates the area between Murcar and Blackdog – as part of this study, there is a proposal for a longer distance active travel route between Ellon and Murcar (to be developed at a later date). There will be a need to take cognisance of any proposals that develop from this study in the future, as well as any further active travel schemes in this area taken forward by Aberdeenshire Council.

Constraints affecting the project include:

Funding: There is sufficient budget remaining from the AWPR Non-Motorised Users fund to proceed with further development work and detailed design should this OBC be approved. There is, however, currently insufficient budget for the project to proceed with the implementation (construction) of the scheme and therefore, should further approval be granted to proceed to delivery, progress will be dependent on the sourcing of additional funding.

Land availability: a key constraint relates to the land available within ACC ownership. On the east side of the A92, there is farmland owned by third parties that would require landowner agreement and land purchase to deliver facilities to a desirable minimum standard outlined in Cycling by Design 2021.

Gradient: steep gradients are located adjacent to the existing path for sections providing differentiation between ACC and privately owned land – permission would need to be sought from landowners to regrade these for delivery of the scheme.

Utilities: a utilities search was undertaken as part of the previous work, which outlined a number of existing utilities within the study area. These will require to be taken into account during subsequent stages of design.

Flooding: there are several watercourses identified in proximity to the study area – there is a high likelihood of flooding in proximity to these areas alongside some areas of surface water accumulation.

State what impact the project will have on business as usual, e.g. temporarily reduce capacity or divert resources.

This OBC is consistent with the overall vision of the Local Transport Strategy. Therefore, the project aligns with normal business function. There is an opportunity cost to be noted in that delivering this project may potentially impact on resource/ability to deliver other priorities, however this is not a major issue given the relatively small size of the project.

5. Objectives

By 2030, increase the level of walking by 10% and cycling five-fold from 2027 for all journey types on the Blackdog to Murcar corridor.

Projects to support delivery of this objective will also be progressed as part of the Ellon Park & Ride to Garthdee Transport Corridor Study, which includes an option for a long-distance active travel route between Ellon and Murcar.

6. Scope

This OBC sets out the preferred option that delivers active travel infrastructure along the eastern side of the A92 between Murcar and Blackdog.

Developed Design has been undertaken as part of the OBC development. Further engineering assessments and Technical Design will follow with the Full Business Case, subject to approval of the OBC, and will provide further information on benefits, risks and challenges of delivering the preferred option.

The outputs of the project are:

- the provision of a shared footway / cycle track on the east side of the A92 between Murcar Roundabout and Hareburn Road including a buffer to protect users from motorised vehicles;
- the introduction of a footway along the western side of Hareburn Road;
- crossing improvements for active travel users; and
- updates to traffic signs and road markings.

Success criteria

The study TPO identifies the need to provide active travel infrastructure to facilitate an increase in the level of walking and cycling for all journey types on the Blackdog to Murcar corridor. Success will be measured by modal shift from car to active travel (walking and cycling) for all journey types on the corridor by 2030:

- Increasing level of walking by 10%.
- Increasing cycling five-fold.

6.1 Out of Scope

Not applicable.




7. Options Appraisal

As noted in previous sections, the appraisal of options indicated that the east option should be taken forward for Technical Design. This was the result of an objective-led assessment of three route options, undertaken in accordance with STAG. The three route options considered during the appraisal stage were as follows:

West – From Murcar Roundabout, the route follows the western side adjacent to the A92 and then alongside Tarbothill Farm Cottages. Options then exist to cross to the east side to provide connection into Blackdog or continue north to Blackdog Junction.

Central – Routes along the A92 carriageway via redistribution of carriageway space. Dependent on the alignment, this could tie into Blackdog via a new path link to Hareburn Road or at Blackdog Junction.

East – From Murcar Roundabout, the route follows the eastern side adjacent to the A92 and around the rear of existing properties to tie into Hareburn Road.

West	Central	East
<p>From Murcar Roundabout, the route follows the western side adjacent to the A92 and then alongside Tarbothill Farm Cottages. Options then exist to cross to the east side to provide connection into Blackdog or continue north to Blackdog Junction.</p>	<p>Routes along the A92 carriageway via redistribution of carriageway space. Dependent on the alignment, this could tie into Blackdog via a new path link to Hareburn Road or at Blackdog Junction.</p>	<p>From Murcar Roundabout, the route follows the eastern side adjacent to the A92 and around the rear of existing properties to tie into Hareburn Road.</p>
		

Route Options

The STAG seven-point scale was used to determine the impacts of the above options against the TPO and the five STAG Criteria (Environment, Climate Change, Health, Safety and Wellbeing, Economy and Equality and Accessibility). The scale of impact ranges from:

- Major positive impact (+3);
- Moderate positive impact (+2);
- Minor positive impact (+1);
- Neutral impact (0);
- Minor negative impact (-1);
- Moderate negative impact (-2); and
- Major negative impact (-3).

The appraisal of the options also considered their impact in terms of the Implementability Criteria (Feasibility, Affordability and Public Acceptability, with the latter informed by consultation undertaken by consultants AECOM in late 2023).

7.1 Option 1 – West

<p>Description</p>	<p>From Murcar Roundabout, the route follows the western side adjacent to the A92 and then alongside Tarbothill Farm Cottages. Options then exist to cross to the east side to provide connection into Blackdog or continue north to Blackdog Junction.</p>
---------------------------	---

<p>Expected Costs</p>	<p>The requirement for third party land, earthworks, and risk to existing utilities may increase overall capital cost requirements (currently estimated at £3.6m). The use of Tarbothill Farm Cottages Road will support mitigation of capital investment. Level differences in proximity to Murcar Roundabout and Blackdog Junction are considerable and as such, will require works which will increase capital investment costs. There may also be a risk to utilities in proximity to the proposed works and while further investigation is necessary, should any diversions be required, capital costs will increase.</p>
<p>Expected Benefits/ disbenefits</p>	<p>The west option is considered to have a moderate positive impact on the study TPO. Implementation of a dedicated active travel route between Murcar and Blackdog would support an increase in the level of walking and cycling for all journey types. However, the west option would require users to cross over the A92 carriageway adjacent to Hareburn Road or continue north to Blackdog Junction to access residential areas in the east. The crossing of the A92 at Hareburn Road may discourage some potential users due to safety concerns, whilst crossing at Blackdog Junction would not be convenient for those travelling to/from the southern part of Blackdog.</p> <p>While further appraisal work would be needed to assess the full extent of the environmental impacts associated with this option, the west option could result in detrimental impacts against multiple sub-criteria including biodiversity and habitats and geology and soils while there are ongoing concerns about the potential flood risk area and ecological impacts on the surrounding watercourse.</p> <p>The west option would provide benefits due to the provision of a dedicated active travel facility (improving active travel network coverage) but has some safety concerns associated with crossing the A92.</p>
<p>Risks Specific to this Option</p>	<p>The west option is considered to have a major negative impact in terms of feasibility. Delivery of this option would require third party land. Discussions with landowners would be required to understand the full risks to deliverability of a western alignment option, including the potential requirement for compulsory purchase orders.</p> <p>Sections of the route have considerable level differences between the existing carriageway and adjacent fields, which may affect constructability and increase land requirements subject to earthworks or alternative routeing. This is particularly relevant in proximity to Murcar Roundabout and Blackdog Junction. Should additional land not be attainable, Departures from Standard may be required to deliver a western active travel facility.</p>

<p>Advantages & Disadvantages</p>	<p>Advantages</p> <p>During consultation undertaken in late 2023, of those indicating a preference for the west option, respondents noted the greater potential for connection with existing infrastructure to the south of Murcar and enhanced connections for communities in the west, including Potterton.</p> <p>Disadvantages</p> <p>Consultation highlighted the view that the west option has limitations, including a lack of cycle priority between communities. During online engagement, only 4% of survey respondents agreed that the west option should progress as the preferred option.</p> <p>There are sections of the west route alignment that are more remote from the carriageway, which could generate some security concerns, particularly for more vulnerable people travelling alone. Furthermore, it is possible that landscaping would be introduced to create a barrier between the active travel route and vehicles on the A92, which could further contribute to the route feeling more remote and lacking in natural surveillance.</p>
<p>Viability</p>	<p>As noted, there are a number of feasibility risks associated with this option. The option is also generally lacking in public and stakeholder support.</p>
<p>Other Points</p>	<p>None.</p>

<p>7.2 Option 2 – Central</p>	
<p>Description</p>	<p>The central option routes along the A92 carriageway via redistribution of carriageway space. Dependent on the alignment, this could tie into Blackdog via a new path link to Hareburn Road or at Blackdog Junction.</p>
<p>Expected Costs</p>	<p>Capital costs for this option are expected to be high (currently estimated at £4.9m) due to carriageway reconfiguration works alongside the active travel facility. Potential earthworks requirements at the northern and southern extents may increase capital costs dependent on whether a north or south carriageway lane is to be reallocated to active travel. There may also be a risk to utilities in proximity to the proposed works and while further investigation is necessary, should any diversions be required, capital costs will increase.</p>

<p>Expected Benefits/ disbenefits</p>	<p>The central option is considered to have a moderate positive impact on the study TPO. Implementation of a dedicated active travel route between Murcar and Blackdog would support an increase in the level of walking and cycling for all journey types. However, the central option would require users to travel on the A92 carriageway alongside fast-moving vehicles. Whilst appropriate segregation and a buffer would be in place, this may act as a barrier for some potential users of the facility, particularly less confident users.</p> <p>While further appraisal work would be needed to assess the full extent of the environmental impacts associated with this option, the central option, which would require redistribution of the carriageway (including the removal of one lane for general traffic) would be anticipated to result in some congestion on the route, with associated negative impacts on air quality and noise pollution. This could also generate increased journey times for users as a result.</p> <p>The central option would provide benefits due to the provision of a dedicated active travel facility (improving active travel network coverage) but has some safety concerns due to the relative proximity to vehicles on the A92.</p>
<p>Risks Specific to this Option</p>	<p>The central option is considered to have a moderate negative impact in terms of feasibility. Whilst third party land would not be required for delivery of this option, redistribution of the carriageway would be required, which increases the feasibility risk due to the scale of construction works that would be required. Furthermore, delivery of this option would require removal of a lane for general traffic, which could cause traffic congestion on the corridor.</p> <p>Departures from Standard may need to be considered at pinch points along the route. These primarily exist where the new infrastructure would tie in at the northern and southern extents and would vary based on the chosen alignment.</p>
<p>Advantages & Disadvantages</p>	<p>Advantages</p> <p>The central option could bring both physical and mental health benefits to its users, particularly those who shift from car travel to active travel, with several physical and mental health benefits associated with walking, wheeling and cycling.</p> <p>Disadvantages</p> <p>During consultation in undertaken in late 2023, no online survey respondents indicated a preference for the central option. As this option would require users to travel on the A92 carriageway alongside fast moving vehicles, some users may perceive there to be an accident risk (although appropriate segregation and a buffer would be in place). Removal of one lane for general traffic would be anticipated to result in some congestion on the route.</p>
<p>Viability</p>	<p>As noted, there are a number of feasibility risks associated with this option. The option also has no significant evidence of public and stakeholder support, based on engagement activities undertaken in late 2023.</p>
<p>Other Points</p>	<p>None.</p>

7.3 Option 3 – East	
Description	From Murcar Roundabout, the east option follows the eastern side adjacent to the A92 and around the rear of existing properties to tie into Hareburn Road.
Expected Costs	<p>The requirement for third party land, earthworks, and risk to existing utilities may increase overall capital cost requirements (estimated at £2.8m in the Outline Cost Estimate, prepared prior to the Developed Design²). The use of the previous A90, existing road network at Blackdog and the existing active travel path from Hareburn Terrace to Blackdog Junction will support mitigation of capital investment.</p> <p>The existing gas main pipe in proximity to the proposed works requires further investigation, however, should a diversion be required this will increase capital costs.</p>
Expected Benefits/ disbenefits	<p>The east option is considered to have a major positive impact on the study TPO. Implementation of a dedicated active travel route between Murcar and Blackdog would support an increase in the level of walking and cycling for all journey types. This option supports a consistent, direct and safe route and will have a profound positive impact on providing an alternative active travel mode choice to the private vehicle.</p> <p>While further appraisal work would be needed to assess the full extent of the environmental impacts associated with this option, the east option would require farmland and/or verge space and therefore, could result in detrimental impacts against multiple sub criteria including biodiversity and habitats and geology and soils while there are ongoing concerns about the potential flood risk area and ecological impacts on the surrounding watercourse.</p> <p>The east option would provide benefits due to the provision of a dedicated active travel facility (improving active travel network coverage) and performs stronger than the other options in terms of equality and accessibility as the majority of the study area population is located to the east of the A92.</p>
Risks Specific to this Option	<p>The east option is considered to have a moderate negative impact in terms of feasibility. Delivery of this option would require third party land. Initial landowner discussions have intimated that third party ownership may not preclude deliverability of this option. However, further discussions are required as the design process moves forward as confirmation of ownership in the south of the study area is still pending and this may raise feasibility risks that are unclear at this time.</p> <p>Sections of the route have level differences between the existing carriageway and adjacent fields, which may affect constructability and increase land requirements subject to earthworks or alternative routing.</p>

² The east option, which subsequently progressed to Developed Design, has an outline cost estimate total of £3.0 million.

<p>Advantages & Disadvantages</p>	<p>Advantages: During consultation undertaken in late 2023, this option was described as having the greatest potential in terms of connecting to existing infrastructure and connecting to Balmedie whilst helping to improve safety by taking the link away from the carriageway. Increasing population from housing developments could be an opportunity for an increase in younger users along with better east/west connections to support school accessibility.</p> <p>Disadvantages 12% of survey respondents in 2023 said the east option would not encourage them to travel actively between Murcar and Blackdog due to concerns about proximity to A92 (volume and speed of traffic), the length of time to purchase land and the value for money.</p>
<p>Viability</p>	<p>While delivery of this option would require third party land, initial landowner discussions have intimated that third party ownership may not preclude deliverability of this option. However, further discussions are required as the design process moves forward. Overall, the east option is the strongest performing option against the appraisal criteria and has the highest level of public and stakeholder support.</p>
<p>Other Points</p>	<p>None.</p>

7.4 Scoring of Options Against Objectives

The template below has been adapted to show how each option performs against the TPO, and how it then performs against the five STAG Criteria. The STAG seven-point scale was used to determine level of impact, with the scale of impact ranging from:

- Major positive impact (+3);
- Moderate positive impact (+2);
- Minor positive impact (+1);
- Neutral impact (0);
- Minor negative impact (-1);
- Moderate negative impact (-2); and
- Major negative impact (-3).

Objectives	Options Scoring Against Objectives						
	West	Central	East				
TPO	+2	+2	+3				
Environment Criteria	-1	-1	-1				
Climate Change Criteria	0	-1	0				
Health, Safety and Wellbeing Criteria	+1	+1	+2				
Economy Criteria	0	-1	0				
Equality and Accessibility Criteria	+1	+1	+2				

Recommendation

Using evidence based on the options appraisal and the objectives scoring, clearly articulate the recommended option, showing the best fit against the project's stated objectives, and balancing cost, benefits and risk. Note, if an option fails to deliver any essential objective then it must be discounted as unsuitable. The recommendation should not be made on objectives scoring alone but the table can be used to eliminate those options that score poorly as a first stage, with the second stage being a more detailed analysis of the remaining options. Bear in mind:

- Investment Appraisal
- Assumptions
- Constraints
- Dependencies

Following consideration of all three options and their appraisal performance, the east option was recommended to be progressed as the final preferred option in a Developed Design (forming part of the work concluded in January 2024), with the option then promoted further in this Outline Business Case (OBC). The summary of the option appraisal was as follows.

East: selected

Based on the appraisal, it is recommended that the east option is progressed to Technical Design. This option is considered to fully support the study TPO, supporting an increase in the level of walking and cycling for all journey types. It also performs well against the STAG Criteria, particularly in terms of Health, Safety and Wellbeing and Equality and Accessibility. Furthermore, this option is associated with the least Feasibility and Affordability risks and it received widespread support as part of the consultation undertaken in October 2023.

West: rejected

Based on the appraisal, it is not recommended that the west option is progressed to Technical Design. Whilst this option supports delivery of the study TPO and STAG Criteria to an extent, the west option would require users to cross over the A92 carriageway adjacent to Hareburn Road or continue north to Blackdog Junction to access residential areas in the east. The crossing of the A92 at Hareburn Road may discourage some potential users due to safety concerns, whilst crossing at Blackdog Junction would not be convenient for those travelling to/from the southern part of Blackdog.

Central: rejected

Based on the appraisal, it is not recommended that the central option is progressed to Technical Design. Whilst this option supports delivery of the study TPO and STAG Criteria to an extent, the central option would require users to travel on the A92 carriageway alongside fast moving vehicles. Whilst appropriate segregation and a buffer would be in place, this may act as a barrier for some potential users of the facility, particularly less confident users. Furthermore, there are significant public acceptability risks with this option

associated with the loss of a lane for general traffic. This may lead to congestion and delays for general traffic, which is likely to lead to driver frustration. No respondents indicated a preference for the central option as part of the online survey undertaken in October 2023.

8. Benefits

8.1 Customer Benefits

Benefit	Measures	Source	Baseline	Expected Benefit	Expected Date	Measure Frequency
Increased modal share of walking and cycling on the A92 between Murcar and Blackdog	Number of people walking (and wheeling) and cycling on the corridor	<p>An increase in the proportion of adults walking and cycling as their main mode of travel to work (Scottish Household Survey (SHS)).</p> <p>An increase in the proportion of children walking, cycling and scooting as their main mode of travel to school (Hands Up Survey).</p> <p>An increase in the proportion of adults walking more than a quarter of a mile as a means of transport and for pleasure or to keep fit in the previous seven days (SHS).</p> <p>Pedestrian and cycle counts along the corridor can monitor changes in those travelling actively</p>	To be benchmarked during Technical Design stage	Increase in numbers walking and cycling along the corridor (with associated health and wellbeing benefits)	2030	Annual

8.2 Staff Benefits – N/A

Benefit	Measures	Source	Baseline	Expected Benefit	Expected Date	Measure Frequency
Improvement to the quality of active travel connections from the north into Aberdeen. Potential to improve commuting	An increase in the proportion of staff cycling to work.	Staff Travel Survey	Cycle to work – 4%	Increase in the proportion of staff	At scheme completion	Biannually

journey and increase staff health benefits.				cycling to work		

8.3 Resources Benefits (Financial) – N/A							
Benefit	Measures	Source	Capital or Revenue?	Baseline (£'000)	Saving (£'000)	Expected Date	Measure Frequency
Not applicable							

9. Costs

Cost information is provided below. Revenue and ongoing maintenance costs will also be associated with the scheme – these will be determined at the detailed design stage.

9.1 Project Capital Expenditure & Income ³											
(£'000)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
Staffing Resources	50	50	32	18	18	18	22				208
<Add cost items under each heading>											
Land Acquisitions			72								72
New Vehicles, Plant or Equipment											
Construction Costs			48	900	900	872					2720
Capital Receipts and Grants											
Sub-Total	50	50	152	918	918	890	22				3000

9.2 Project Revenue Expenditure & Income ⁴											
(£'000)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
Staffing Resources											
<Add cost items under each heading>											
Non-Staffing Resources											
Revenue Receipts and Grants											

³ High Level cost estimates. To be fully identified during detailed design.

⁴ No costs associated at this stage, to be identified during detailed design.

Sub-Total											

9.3 Post- Project Capital Expenditure & Income⁵											
(£'000)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
Staffing Resources											
<Add cost items under each heading>											
Land Acquisitions											
New Vehicles, Plant or Equipment											
Construction Costs											
Capital Receipts and Grants											
Sub-Total											

⁵ No costs expected, to be confirmed during detailed design.

9.4 Post- Project Revenue Expenditure & Income ⁶											
(£'000)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
Staffing Resources											
Add cost items under each heading											
Non-Staffing Resources											
Revenue Receipts and Grants											
Sub-Total											

⁶ No additional costs expected, to be confirmed during detailed design.

10. Key Risks⁷	
Description	Mitigation
Delivery of the east option is considered to have a moderate risk in terms of feasibility. This is because delivery requires third party land, which may present challenges to acquire.	Further discussions are required as the design process moves forward as confirmation of ownership in the south of the study area is still pending, however, where initial landowner discussions have taken place along the route, these have intimated that third party ownership may not preclude deliverability of this option.
Sections of the route have level differences between the existing carriageway and adjacent fields which may affect constructability and increase land requirements subject to earthworks or alternative routing.	Should additional land not be attainable, departures from standard may be required to deliver an eastern active travel facility.
The requirement for third party land, earthworks, and risk to existing utilities may increase overall capital cost requirements (currently estimated at £3.0 million; 2023 prices). The existing gas main pipe in proximity to the proposed works requires further investigation, however, should a diversion be required this will increase capital costs.	The use of the previous A90, existing road network at Blackdog and the existing active travel path from Hareburn Terrace to Blackdog Junction will support mitigation of capital investment. There is, however, currently insufficient budget for the project to proceed with the implementation (construction) of the scheme and therefore, should further approval be granted to proceed to delivery, progress will be dependent on the sourcing of additional funding.
There is one section of the proposed scheme routeing behind two houses known as Elm Cottage and Ash Cottage. There is another section that would link from the dual carriageway to the adjacent minor road (Hareburn Road). Neither of these sections of the route would be adjoining an existing road and thus would require planning permission.	Application for planning permission to progress these route sections.

11. Procurement Approach
The design element can either be progressed using internal staff or by external consultants procured through the Scotland Excel Framework Agreement. For the delivery of the scheme, the Council may choose to tender using one of six competitive procurement procedures including Open, Restricted, Competitive Dialogue, Competitive Procurement with Negotiation,

⁷ A copy of the appraisal (detailing key risks) is available at:
<https://committees.aberdeencity.gov.uk/documents/s154684/Appendix%201%20-%20A92%20Murcar%20North%20Active%20Travel%20Infrastructure%20STAG-Based%20Appraisal.pdf>

Innovative Partnership or Negotiated Procedure without prior publication. Of these, the most appropriate option available to the Council is a 'Restricted Procedure'. This reflects there is likely to be a number of suppliers interested in the opportunity and will enable the procurement approach to limit the number of bidders at the invitation to tender (ITT) stage to those with the best capacity and capability to meet the contract requirements. This seeks to ensure unnecessary time and resource is not wasted by the bidder and the Council in completing and assessing the tender responses.

12. Time

12.1 Time Constraints & Aspirations

Following completion of this OBC, a programme will need to be developed for consultation, Technical Design, procurement and construction. Indicative milestones are set out in 12.2.

12.2 Key Milestones

Description	Target Date
OBC	May 2024
Design and Land Acquisition	March 2026
Procurement	March 2027
Construction	March 2030

13. Governance

Role	Name	Service
Project Sponsor	John Wilson	Chief Officer – Capital – City Regeneration and Environmental Services
Project Manager	Alan McKay	Team Leader – Roads Projects – City Regeneration and Environmental Services

14. Resources

Task	Responsible Service/Team	Start Date	End Date
Roads Design	CR&ES/Roads Projects	2024	2030
Procurement	Corporate Services/Commercial and Procurement Services	2024	2030

Legal Advice	Corporate Services/Governance	2024	2030
Communication	Corporate Services/Customer - External Communications	2024	2030
Project Management	CR&ES/Capital	2024	2030

15. Environmental Management

Environment

The scheme would require farmland and/or verge space and therefore, could result in detrimental impacts against multiple environmental criteria including biodiversity and habitats and geology and soils while there are ongoing concerns about the potential flood risk area and ecological impacts on the surrounding watercourse.

The scheme may encourage modal shift from car to active travel, however, it is not anticipated that numbers would be significant enough to result in a notable improvement in air quality or noise pollution. Further appraisal work would be needed to assess the full extent of these environmental impacts.

Greenhouse Gas Emissions – It is expected that improved walking, wheeling and cycling infrastructure would generate a degree of modal shift from car to active travel, thus leading to reduced levels of greenhouse gas emissions.

Vulnerability to the Effects of Climate Change – There are some concerns about flooding within the immediate vicinity of the proposed route which may increase over time as the effects of climate change become more pronounced.

Potential to Adapt to the Effects of Climate Change – It is not anticipated that the scheme would have a significant impact on Potential to Adapt to the Effects of Climate Change.

Drainage

Existing drainage provision consists of filter drains along the length of the carriageway. The creation of additional hard spaces will increase the volume of surface water run-off draining to the existing highway drainage system. The buffer space proposed will provide the opportunity to provide additional storage and / or attenuation capacity for the surface water run-off associated with both the carriageway and proposed active travel facilities. At this stage, it is not anticipated that the requirements will change significantly due to the proposed designs. Cognisance will also be taken of the drainage requirements of any affected landowner.

Ecology and Landscaping

Ecological and landscape impacts require assessment to ensure any potential negative impacts are mitigated for the proposed design. An ecological review will be required prior to construction to understand any possible impacts of introducing the proposed shared footway facility. The proposals will affect the existing verge space which takes the form of grass primarily, with sections of trees and hedgerow which may form habitats for some species.

Geotechnical

It will be necessary to carry out a Geotechnical and Geo-Environmental Desk Study to gather and assess geotechnical and geo-environmental data for the site. This will summarise anticipated ground conditions, site history including historical contaminative land use and identify any site sensitivities within the area, potential current and historical contamination sources and any issues that could potentially introduce constraints to the proposals. An Envirocheck or Groundsure Report should be purchased to inform the desk study. This would be used to produce a preliminary Conceptual Site Model (CSM) for the route in addition to informing any requirements for intrusive ground investigation and sampling exercises.

Intrusive ground investigation will be required to investigate the existing geotechnical and geo-environmental conditions along the proposed route. This will be necessary to inform the Technical Design including formation conditions, embankment widening, suitability of re-use of site won material, inform the likely waste classification for any material required for off-site disposal and to investigate any potential contamination sources identified within the desk study review. Ground investigation should be undertaken in accordance with the recommendations of Eurocode 7 and the ICE UK Specification for Ground Investigation, 3rd Edition.

If peat or soft soils are recorded as present at the location of proposed widening of the A92 embankment this would present geotechnical design challenges. In addition, Transport Scotland should be consulted to determine if Geotechnical Certification of the scheme is required in accordance with CD 622 Managing Geotechnical Risk.

	Yes	No
Is a Buildings Checklist being completed for this project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If No, what is the reason for this?		
Project does not involve the construction of a new building		

16. Preserving Our Heritage

No impacts on heritage are anticipated.

17. Stakeholders

The following stakeholders have an interest in the project:

- Elected members;
- Landowners potentially affected by the proposals (e.g. landowners at Tarbothill Farm) – confirmation of ownership in the south of the study area is still pending;
- Local cycle stakeholders and special interest groups; and
- Members of the public and businesses along the route including Community Councils.

A Stakeholder Engagement Plan was developed by consultants AECOM in July 2023 to guide the programme of consultation on the appraisal study. This should be referred to and refreshed as the project moves to the next stage.

18. Assumptions

Civil Works

The civil works sub-total contains the estimated cost for the construction works. Examples of the types of costs accounted for, but not limited to, are site clearance, fencing, road restraint

systems, drainage, earthworks, pavements, kerbs, footways and paved areas, traffic signs and road markings.

Preliminaries

Allowances for preliminaries have been estimated at 10% applied to the construction works sub-total. This is to account for a range of indeterminable factors relating to on site specific overhead costs such as traffic management and the erection of offices.

Contingency Factor

Optimism Bias is added to cover (to an extent) the costs for potential works which we cannot realistically estimate currently based on the stage at which the scheme is at. A figure of 44% has been attributed to the civil works and preliminaries in line with Green Book Supplementary Guidance Optimism Bias (Table 1, Capital Expenditure, Upper OB) Caveats. The cost estimates outlined attempt to portray realistic estimates from all available information, with costs extracted from industry standard construction rates (SPONS Civil Engineering and Highway Works Price Book). It would be prudent to note that the figures quoted are based on limited information and high-level concept stage proposals. There are several unknowns related to the schemes, namely the exact location/depths of buried services with the potential requirement for diversion, ground conditions, drainage/flood risk, environmental impacts, land ownership, structures/retention, accommodation works and traffic management procedures.

19. Dependencies

While this project is independent of other projects, the Ellon Park & Ride to Garthdee Transport Corridor Study incorporates the area between Murcar and Blackdog – as part of this study, there is a proposal for a longer distance active travel route between Ellon and Murcar (to be developed at a later date). There will be a need to take cognisance of any proposals that develop from this study in the future, as well as any further active travel schemes in this area taken forward by Aberdeenshire Council.

20. Constraints

With regards to construction, the following constraints apply:

- Land availability;
- Gradient;
- Utilities; and
- Flooding.

Over and above the project specific constraints identified in Section 4 above, the following issues could create constraints for the implementation of the project:

Traffic regulation orders and road consents: all appropriate consents must be in place before construction work can commence.

Planning permission: There is one section of the proposed scheme routeing behind two houses known as Elm Cottage and Ash Cottage. There is another section that would link from the dual carriageway to the adjacent minor road (Hareburn Road). Neither of these sections of the route would be adjoining an existing road and thus would require planning permission.

Material availability: road surfacing materials and lighting materials must be obtained for use in the project construction phase. The Council should also ensure that these materials can continue to be sourced into the future as and when replacement work is required. The materials used should be consistent where possible with those used elsewhere in the city to limit future inventory costs.

Workforce: The Council and its contractor will need to ensure that sufficient workforce is available to deliver the project within the planned timescales.

21. ICT Hardware, Software or Network infrastructure

Description of change to Hardware, Software or Network Infrastructure	Approval Required?	Date Approval Received
None		

22. Change Controls Issued by the Project – N/A

Date	Change Ref ID	Approval Route	Change Description

23. Support Services Consulted

All relevant support Services have been consulted.

24. Document Revision History

Version	Reason	By	Date
2			
3			
4			

25. Decision by Capital Board

	Date
Approved	24/04/2024

This page is intentionally left blank

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	8 May 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Aberdeen eBike Hire Scheme
REPORT NUMBER	CR&E/24/132
EXECUTIVE DIRECTOR	Gale Beattie
CHIEF OFFICER	David Dunne
REPORT AUTHOR	Donald Kinnear
TERMS OF REFERENCE	1.1.5, 2.1.1

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to update Members on the current situation with regard to the existing bike hire scheme and to seek approval to explore options around how a future scheme might operate.

2. RECOMMENDATIONS

That the Committee:-

- 2.1 Note that the existing bike hire scheme has ceased as a result of the pull-out of the operator, ShareBike, and the efforts of officers to continue the scheme under the existing contractual terms and conditions have been unsuccessful;
- 2.2 Instruct the Chief Officer – Strategic Place Planning to formally terminate the existing bike hire contract; and
- 2.3 Instruct the Chief Officer – Strategic Place Planning to explore options around how a future scheme might operate and report back findings to the Net Zero, Environment and Transport Committee in September.

3. CURRENT SITUATION

- 3.1 The City Growth & Resources Committee previously saw and approved the Business Case in September 2019, for a bike hire scheme to operate in Aberdeen. A concessions contract was procured and Big Issue eBike Ltd won that contract in January 2021. The scheme was launched in November 2022.
- 3.2 The current operator, Big Issue eBikes Ltd (BIEB) – was a partnership between Sharebike (a Norwegian bike share company) and The Big Issue in the UK. They operated in Aberdeen for just over a year (November 2022 to February 2024) and provided a good level of service that had been very popular. In late February they intimated that they would be withdrawing all their operations from

the UK, and by default Aberdeen, and by the end of February the ebikes had been taken off the streets.

3.3 Considerable efforts were made by officers to continue this scheme by novating the contract (under the existing contractual terms and conditions) to another operator and various meetings/discussions were undertaken with a number of alternative operators, as usage figures from the scheme suggested that there was a strong appetite for an ebike scheme in Aberdeen.

3.4 BIEB had already been in discussions with alternative operators that could potentially provide a similar scheme and opened up their discussions to include ACC, with a view to novating the contract, if possible, and with as little disruption as could be achieved. It soon became clear that novation was not going to be possible and that the existing contract would cease, and a new contract would need to be procured.

4. FINANCIAL IMPLICATIONS

4.1 There are no financial implications arising directly from this report. There may be financial implications associated with a new bike hire scheme, but these will be reported to a subsequent meeting of this Committee.

5. LEGAL IMPLICATIONS

5.1 The report seeks approval for the formal termination of the existing contract, as a result of the supplier no longer being able to provide the required service.

6. ENVIRONMENTAL IMPLICATIONS

6.1 There are no environmental implications arising from 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	The provision of a bike hire scheme will assist the city's transport network to respond to future	Explore options for alternative provision in Aberdeen.	L	Yes

	changes in environmental, economic, health and social contexts.			
Compliance	The lack of an operational bike hire scheme could compromise the Council's abilities to meet national targets for carbon reduction, air quality and the reduction of journeys made by private cars.	Explore options for alternative provision in Aberdeen.	L	Yes
Operational	Without an operational bike hire scheme, there is a risk that the overreliance on private car use will continue and the associated issues that this brings, such as congestion, air quality issues, parking issues and potential impacts on the health of the population.	Explore options for alternative provision in Aberdeen.	L	Yes
Financial	There may be implications associated with the options that come forward for continuation of the scheme, but these are unknown at present.	Report any financial risks associated with the options explored to a future meeting of this Committee.	L	Yes
Reputational	Regardless of the circumstances, it is likely that there will have been a degree of reputational damage to the Council as a result of the collapse of the previous bike hire scheme. Seeking a new supplier will potentially give residents and	Explore options for alternative provision in Aberdeen.	L	Yes

	investors reassurance that Aberdeen cares about meeting national targets for the reduction in the number of journeys made by private car and encouraging the use of active modes of travel which may encourage them to want to live in and invest in the city.			
Environment / Climate	The lack of an operational bike hire scheme could compromise the Council's abilities to achieve Net Zero, air quality and noise quality targets.	Explore options for alternative provision in Aberdeen.	L	Yes

8. OUTCOMES

<u>Council Delivery Plan 2024</u>	
	Impact of Report
<p>Aberdeen City Council Policy Statement</p> <p><u>Working in Partnership for Aberdeen</u></p>	<p>The proposals within this report support the delivery of the following aspects of the policy statement:-</p> <ul style="list-style-type: none"> • <i>Reviewing our cycle and active transport network, and work with Aberdeen Cycle Forum to deliver our shared vision of making Aberdeen a cyclist friendly city and provide covered secure cycle storage in suitable locations across Aberdeen.</i> • <i>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.</i>
<u>Local Outcome Improvement Plan</u>	

<p>Prosperous Economy Stretch Outcomes</p>	<p>The proposals help contribute to the following stretch outcomes:-</p> <p><i>Stretch Outcome 1: No one will suffer due to poverty by 2026</i></p> <ul style="list-style-type: none"> • By creating conditions where more cost effective forms of travel such as walking, wheeling and cycling are more accessible, this helps ensure that people are less reliant on expensive forms of transport to get around.
<p>Prosperous People (Children & Young People) Stretch Outcomes</p>	<p>The proposals help to contribute to the following stretch outcomes:-</p> <p><i>Stretch Outcome 6: As corporate parents we will ensure 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</i></p> <ul style="list-style-type: none"> • By supporting the creation of conditions where more cost effective forms of travel such as walking, wheeling and cycling are more accessible, this helps ensure that young people are more able to access education and have more opportunities to keep body and mind healthy while doing so.
<p>Prosperous People (Adults) Stretch Outcomes</p>	<p>The proposals help to contribute to the following stretch outcomes:-</p> <p><i>Stretch Outcome 11: Healthy life expectancy (time lived in good health) is five years longer by 2026</i></p> <ul style="list-style-type: none"> • By supporting the creation of conditions where more cost effective forms of travel such as walking, wheeling and cycling are more accessible, this helps ensure that young people are more able to access education and have more opportunities to keep body and mind healthy while doing so.
<p>Prosperous Place Stretch Outcomes</p>	<p>The proposals will help to contribute to the following stretch outcomes:-</p> <p><i>Stretch Outcome 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</i></p>

	<ul style="list-style-type: none"> The proposals support a reduction in the need to travel unsustainably, as well as encouraging active and zero emission travel. <p><i>Stretch Outcome 14: Increase sustainable travel: 38% of people walking and 5% of people cycling as main mode of travel by 2026</i></p> <ul style="list-style-type: none"> The proposals support and enable mode shift, walking, wheeling and cycling proposals and the importance of planning in accordance with the National Sustainable Transport Hierarchy. <p><i>Stretch Outcome 15: Addressing the nature crisis by protecting/ managing 26% of Aberdeen’s area for nature by 2026</i></p> <ul style="list-style-type: none"> The proposals will encourage and enable biodiversity to be considered as part of new transport developments and maintenance.
<p>Regional and City Strategies</p>	<p>At regional level, the proposals within this report support the NESTRANS Regional Transport Strategy by transposing its content to local level, the Health and Transport Action Plan by encouraging sustainable and active travel and access to healthcare, and the Regional Economic Strategy by supporting the efficient movement of goods and people.</p> <p>At local level, the proposals within this report support the Aberdeen Local Development Plan, The Net Zero Aberdeen Route Map, the Net Zero Aberdeen Mobility Strategy, the City Centre and Beach Masterplan, the Aberdeen Core Paths Plan, the Aberdeen City Council Climate Change Plan, and Aberdeen Adapts by reducing dependence on the private car through promotion and enabling of a range of different transport options, planned in accordance with the sustainable transport hierarchy.</p>

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	An Integrated Impact Assessment has been completed.

Data Protection Impact Assessment	Not required.
Other	Not required at this time.

10. BACKGROUND PAPERS

10.1 Referenced within the report:

<https://committees.aberdeencity.gov.uk/documents/g6705/Public%20reports%20pack%2026th-Sep-2019%2014.00%20City%20Growth%20and%20Resources%20Committee.pdf?T=10>

11. APPENDICES

11.1 None

12. REPORT AUTHOR CONTACT DETAILS

Name	Donald Kinnear
Title	Technical Officer
Email Address	donaldk@aberdeencity.gov.uk
Tel	(01224) 045921

This page is intentionally left blank

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	8 May 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	ABZWorks Employability Grant
REPORT NUMBER	CR&E/24/130
DIRECTOR	Gale Beattie
CHIEF OFFICER	Julie Wood
REPORT AUTHOR	Ishbel Greig
TERMS OF REFERENCE	2.1.1

1. PURPOSE OF REPORT

- 1.1 To seek approval to fund a Learning and Development Facilitator at Bon Accord Care to develop and lead on the Holistic Opportunities Program which will provide bespoke, personalised 1-2-1 and small group peer support and qualifications for carers.

2. RECOMMENDATION(S)

That the Committee:-

- 2.1 Approves grant funding of £46,632 to Bon Accord Care to fund a Learning and Development Facilitator to develop and lead on the Holistic Opportunities Program.

3. CURRENT SITUATION

- 3.1 A Learning and Development Facilitator, employed through Bon Accord Care, will develop and lead on the Holistic Opportunities Program which will provide bespoke, personalised 1-2-1 and small group peer support for carers. This will support the delivery of the No One Left Behind employability approach and aligns with the outcomes identified within the Aberdeen City Carer Strategy.
- 3.2 The funding will be used to recruit 1 x full time equivalent Learning and Development Facilitator (G12, point 1) for a fixed term of 12 months. The Learning and Development Facilitator will support individual learners through the 12-month Holistic Opportunities Program of monthly group workshops, 1-2-1 support and a supported drop-in facility each week for unpaid carers. A minimum of 10 of these learners will secure a SVQ qualification in Social Services and Healthcare within the 12 month period. Learners will meet the ABZWorks eligibility criteria and all participants will be registered with ABZWorks and be assigned an employability keyworker. The employability keyworker will ensure they have access to additional training, as required, and

to help them to work on an individual action plan to reach their training, education and /or employment goal.

- 3.3 The aim is that learning through the Holistic Opportunities Program will allow carers to develop their skills and experience and receive a qualification which will allow them to secure employment. Based on the individual needs and circumstances of the carer, full-time or part-time work may not be possible, but relief work may be an option. The skills and qualification gained allow individuals to seek employment in the Health and Social Care sector, where there are known skills shortages and vacancies.
- 3.4 A flexible model of delivery will be utilised using the Bon Accord Care Learning Hub as the main base with support being offered outside working hours when required. The Learning and Development Facilitator will also engage with external organisations to support with identified specific areas of need, identified by the carers.
- 3.5 The Holistic Opportunities Program is designed to complement and enhance existing support for carers. Being a carer can have positive and negative impacts on individuals and every family situation is unique and therefore every carer has different needs, experiences and priorities. The role of the carer is incredibly demanding and physical and emotional health can be negatively impacted by this.
- 3.6 This programme will also help improve the individuals' knowledge of carer's rights and carer support services within education and the health and social care workforce. It will also provide information on the wider support available in the community and through carers support services.
- 3.7 The programme will build on existing partnerships to ensure everyone has access to a carer support service to provide individual care and support as well as any other holistic support required. The aim is that carers will gain the skills and confidence to be empowered in building their leadership & employability skills and engage, develop and empower the individuals.
- 3.8 The delivery of the programme will be monitored through quarterly reports and management meetings using ABZWorks reporting processes and templates.
- 3.9 The health and social care sector has been a priority for the ABZWorks team due to the increasing number of known vacancies in this sector. There has been other interventions to try to overcome this such as introduction to care training courses; a paid work experience scheme; jobs fair specifically for the sector; employer information sessions; and information sessions for potential candidates. The health and social care sector is also highlighted as a growth sector within the Regional Economic Strategy and links with the priorities of the Local Outcome Improvement Plan and the Local Employability Partnership by supporting people with barriers into sustained, quality employment. This is a pilot project to both support the sector and parents and carers and a report analysing the outcomes will be undertaken following the 12 month project.

- 3.10 This grant will be funded through Scottish Government employability funding to local authorities, using the No One Left Behind approach, which is used to fund a number of employability projects and interventions in the city.
- 3.11 The support provided to carers by the Learning and Development Facilitator, through the Holistic Opportunities Program and from their employability keyworker will provide the required skills, confidence and experience to support them progress along the employability pipeline and /or into work.

4. FINANCIAL IMPLICATIONS

- 4.1 Funding of £46,632 is required to fund the Learning and Development Facilitator position for 12 months, based within Bon Accord Care, to develop and lead on the Holistic Opportunities Program.
- 4.2 The purpose of this post aligns with the No One Left Behind model of employability support and would be funded through external Scottish Government employability funding to local authorities.
- 4.3 In relation to the three tier prevention approach, this grant would meet the priorities of Tier 2 - Early Intervention. This will provide early support to parents and carers through employability and by identifying other holistic support required.

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		No significant risk identified		Yes
Compliance	L	Grant agreements and contract awards with	L	Yes

		regular monitoring by officers		
Operational		No significant risk identified		Yes
Financial	L	Grant agreements and contract awards with regular monitoring by officers	L	Yes
Reputational		No significant risk identified		Yes
Environment / Climate		No significant risk identified		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 within this report support the delivery of the following aspects of the policy statement:-</p> <ul style="list-style-type: none"> • Develop our economy in a genuine partnership with the private sector, third sector and residents; • Support greater personalisation of care and consider whether it would be possible to implement policies to maintain quality of life of disabled citizens in our community and support the health and well-being of carers by providing support and respite; • Support voluntary groups and other partners that help people tackle loneliness and isolation.
<u>Local Outcome Improvement Plan</u>	
<p>Prosperous Economy Stretch Outcomes</p>	<p>The proposals support the delivery of all three LOIP Stretch Outcomes: No one will suffer due to poverty by 2026; 400 unemployed Aberdeen City residents supported into Fair Work by 2026; and 500 Aberdeen City residents upskilled/ reskilled to enable them to move into, within and between economic opportunities as they arise by 2026.</p> <p>The paper outlines work undertaken to support carers and upskill them to enable them to move into flexible employment in the health and social care sector.</p>
<p>Regional and City Strategies</p>	<p>The proposals support a number of strategies by helping to: ensure the city has a skilled workforce;</p>

<p><i>Regional Strategies: (i.e. Regional Economic Strategy, Regional Transport Strategy; Regional Skills Strategy)</i></p> <p><i>City Strategies and Strategic Plans (i.e. Local Development Plan; Local Housing Strategy; Children's Services Plan; Net Zero Routemap for the City)</i></p> <p><i>Council Strategies (i.e. Medium Term Financial Strategy; Estates and Assets Strategy)</i></p>	<p>reduce the numbers of families in poverty secure positive destinations; and providing commissioned and in-house employability support and interventions.</p> <p>The health and social care sector is highlighted as a growth sector within the Regional Economic Strategy and links to the Local Employability Partnership action plan by supporting people with barriers into sustained, quality employment.</p>
---	--

9. IMPACT ASSESSMENTS

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

10. BACKGROUND PAPERS

- 10.1 No One Left Behind Delivery Plan [No One Left Behind: delivery plan - gov.scot \(www.gov.scot\)](https://www.gov.scot/publications/no-one-left-behind-delivery-plan/pages/1-introduction-and-what-we-are-achieving.aspx)
- 10.2 City Growth and Resources Committee – ABZWorks Employability Plan – COM/22/120, 21 June 2022

12. REPORT AUTHOR CONTACT DETAILS

Name	Ishbel Greig
Title	Senior Project Officer
Email Address	igreig@aberdeencity.gov.uk
Tel	01224 053471

This page is intentionally left blank

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	8 th May 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Marks & Spencer Building, St Nicholas Street
REPORT NUMBER	CR&E/24/157
DIRECTOR	Gale Beattie
CHIEF OFFICER	Julie Wood
REPORT AUTHOR	Jen Lawie
TERMS OF REFERENCE	1.1.17

1. PURPOSE OF REPORT

- 1.1 In February 2024, Council instructed the Chief Officer – City Development and Regeneration to report to the Finance and Resources Committee on 8 May 2024 on developments relating to the Marks and Spencer’s building on St Nicholas Street, Aberdeen following the announcement that it will close in 2025. This report provides Members with an update on this basis.

2. RECOMMENDATION(S)

That Committee :-

- 2.1 Notes the progress that has been made to date; and
- 2.2 Instructs the Interim Chief Officer - City Development and Regeneration to provide a Service Update on progress should any new information become known, or where any decision be required, bring a report to a future Finance and Resource Committee meeting.

3. CURRENT SITUATION

- 3.1 In January 2024, Marks and Spencer announced the closure of its St Nicholas store in 2025, alongside an investment of £15 million in an expansion of its existing Union Square store. The building at St Nicholas Street is owned by Marks and Spencer and when announcing its closure, the company offered assurance that it would work with Aberdeen City Council and partners regarding the future of the building.
- 3.2 A City Centre Partners’ group has been established to support city centre collaboration and activity, with representatives from Aberdeen City Council’s Strategic Place Planning and City Development and Regeneration clusters; Aberdeen & Grampian Chamber of Commerce; Aberdeen Inspired; Our Union Street; and Prosper (formerly known as SCDI). Relevant members of this group

attended a meeting with the Estate Manager of Marks and Spencer, and the appointed commercial agent Savills, on 30 April 2024.

- 3.3 During the meeting Savills advised that active marketing of the site was launched in mid-April and at this stage it is too early to comment on level of interest. Prior to this Savills shared the draft prospectus with Aberdeen City Council for input. The prospectus highlights the ongoing investment in the surrounding city centre, including the new Market.
- 3.4 To support enquiries, Savills has requested that the Council provide additional materials which convey and promote our vision for the city centre and summarises the ongoing investment and regeneration activity being undertaken. This will be incorporated into an extended marketing pack for the site and serve to inform national developers of wider activity and enhance perceptions of the city as a location for investment.
- 3.5 In addition, the Council has offered pre-Planning Guidance which can be shared with any interested developers, and reassured that conversations to provide advice about potential development options with enquirers would be welcomed. There has also been discussion with other public service partners as part of a multi-agency meeting and we will continue to encourage any potential development options that may emerge.
- 3.6 City centre partners, Our Union Street and Aberdeen and Grampian Chamber of Commerce, will also support with provision of materials for an extended marketing pack and coherent city messaging. On the 1 May 2024, Our Union Street's website will launch collating information on all available units on Union Street in one place. This will improve promotion of vacant units to prospective tenants and encourage transparency from landlords, hopefully resulting in increased local and national occupier and investor interest.
- 3.7 Marks and Spencer confirmed that the planned closure date for the St Nicholas Store is likely to be Q3 or Q4 of 2025. Savills therefore advised that marketing of the unit is at an early stage, and sales of similar sites tends to take around 12-18 months. In other locations where Marks and Spencer have closed a store prior to a buyer being secured, they have supported temporary occupation by community-led or charity tenants.
- 3.8 Council officers and city centre partners will continue to engage with Marks and Spencer and Savills on progress of the marketing activity at six-monthly intervals, or when enquiries are received which we can support. Options for temporary occupation will be explored meanwhile, in the event that this may be required. Officers will also collaborate with Invest Aberdeen, ensuring that the site is included in its investment prospectus currently being developed.

4. FINANCIAL IMPLICATIONS

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

5. LEGAL IMPLICATIONS

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

6. 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	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	A vacant city centre site may negatively impact the success of the Council's wider city centre strategies eg. CCBMP and Union St Empty Shops	Continued engagement with Marks and Spencer, Savills and the City Centre Partners' Group. Continued updates to the City Centre Board.	L	Yes
Compliance	No significant risks identified - building owned by M&S	N/A	L	Yes
Operational	No significant risks identified - building	N/A	L	Yes

	owned by M&S			
Financial	No significant risks identified – building owned by M&S	N/A	L	Yes
Reputational	Risk of reputational damage if Council not seen to be engaging with M&S and supporting enquiries	Effective working relationships between the Council, M&S, Savills and City Centre Partner Group. Proactive engagement by dedicated city centre Planning and Building Standards officers.	M M	Yes
Environment / Climate	None at this stage - if option to demolish is raised there would be carbon impacts	If progressed, considered in relevant impact and option assessments.	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>	The activity in this report supports the delivery of the following from the Policy Statement: A Vibrant City <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
<u>Local Outcome Improvement Plan</u>	
Prosperous Economy Stretch Outcomes Prosperous People Stretch Outcomes	N/A

Prosperous Place Stretch Outcomes	
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.</p> <p>It also supports successful delivery of the Council's City Centre and Beach Masterplan and Union St Empty Shops Action Plan.</p>

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	No assessment required. I confirm this has been discussed and agreed with Julie Wood, Chief Officer – City Development and Regeneration on 30 April 2024.
Data Protection Impact Assessment	Not required
Other	N/A

10. BACKGROUND PAPERS

10.1 Notice of Motion, Council, Thursday 8 May 2024.

11. APPENDICES

11.1 N/A

12. REPORT AUTHOR CONTACT DETAILS

Name	Jen Lawie
Title	Senior Project Officer – City Development and Regeneration
Email Address	jlawie@aberdeencity.gov.uk
Tel	+44 1224 053682

This page is intentionally left blank

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	08 May 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	The Deeside Way and Proposed Inchgarth Retirement Village, Cults
REPORT NUMBER	F&C/24/133
DIRECTOR	Eleanor Sheppard
CHIEF OFFICER	Stephen Booth
REPORT AUTHOR	Jonathan Steele
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 developer's approach regarding the proposed development of Inchgarth Retirement Village, Cults and their requirement to obtain airspace over The Deeside Way to enable construction of a new bridge. The bridge will form part of a new link road through the development connecting North Deeside Road and Inchgarth Road.

2. RECOMMENDATION(S)

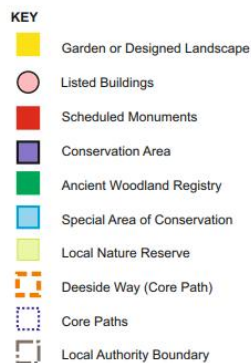
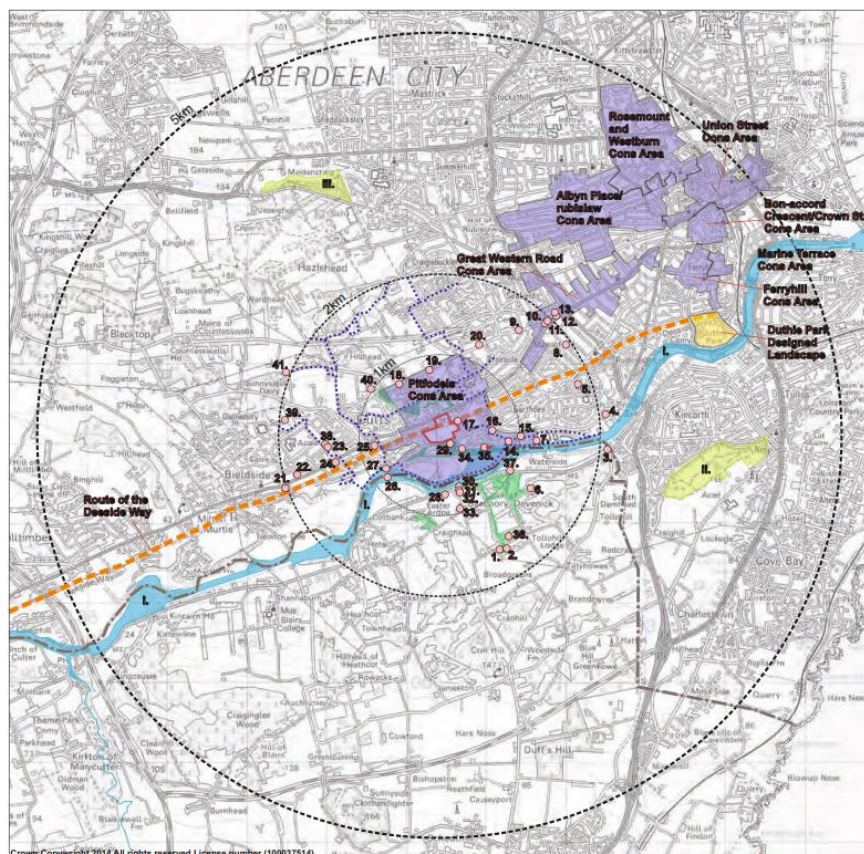
That the Committee: -

- 2.1 Approve the proposal to lease airspace rights over The Deeside Way to enable construction of a new bridge, subject to approval of its final technical design by the planning authority;
- 2.2 Instruct the Chief Officer – Corporate Landlord to agree Terms for the proposed lease of the airspace based on the final approved technical design of the bridge; and
- 2.3 Instruct the Chief Officer – Governance to conclude an agreement for the lease of the airspace rights incorporating conditions necessary to protect the Council's interest in accordance with the Terms agreed at 2.2.

3. CURRENT SITUATION

3.1 A conditional Planning Consent (Reference 181224/PP) was granted in March, 2023 to Cults Property Development Company Limited for a mixed use development upon ground situated on either side of the Deeside Way between North Deeside Road and Inchgarth Road, within Cults. A Section 75 Minute of Agreement has also been entered into between the Council and the developer.

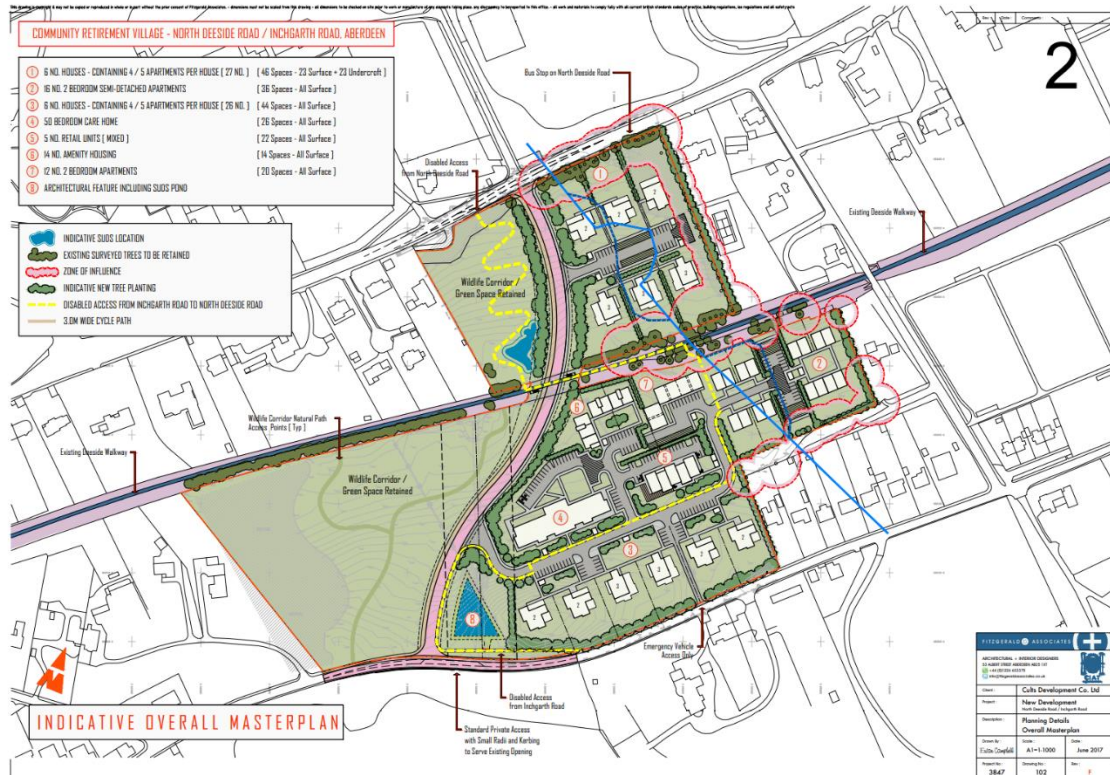
3.2 Location plan:-



3.3 The proposal is for a residential led development for the retired / elderly, including affordable housing, a 50 bedroom care home, and 500 sq. m.,

approximately, of ancillary retail / community use, together with public open space and associated infrastructure, including a link road as detailed in the following plan.

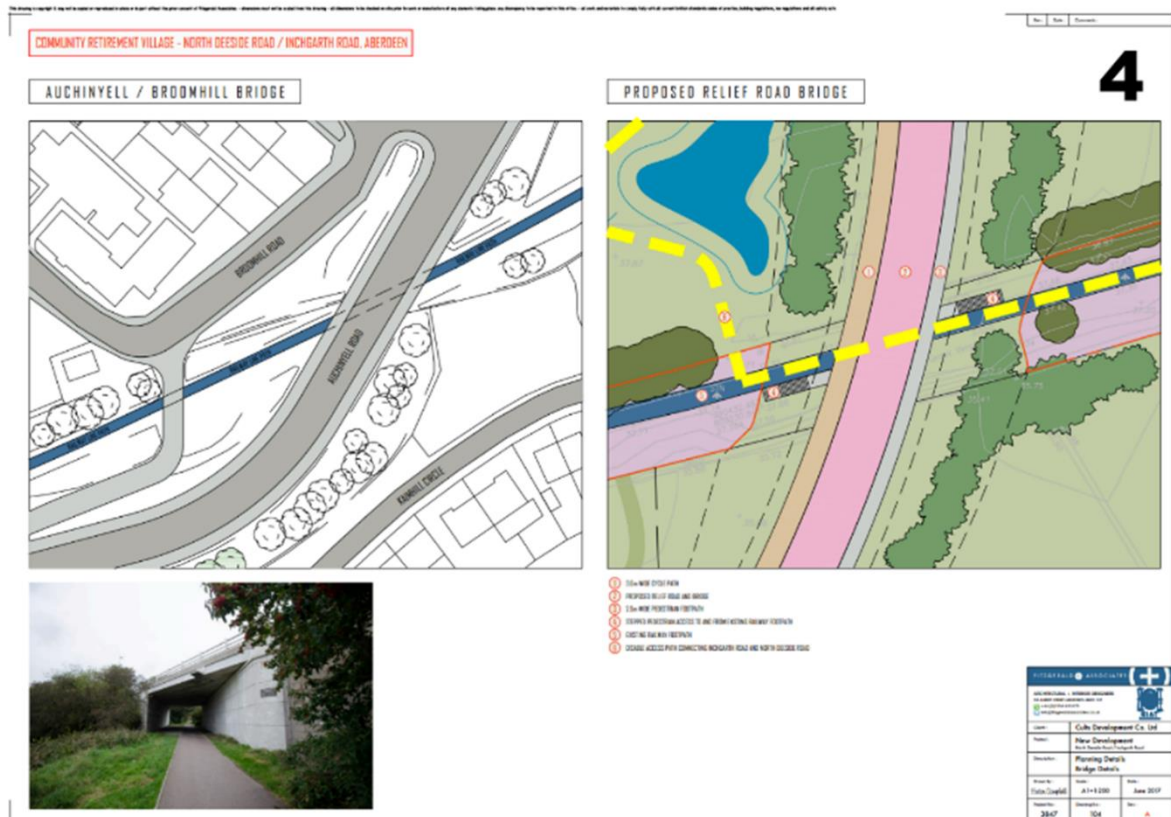
3.4 Proposed development plan:-



3.5 The proposed link road forming part of the development will comprise a new road linking North Deeside Road to the north, and Inchgarth Road to the south. The new road will require the construction of a bridge to enable it to cross over The Deeside Way, which dissects the development.

3.6 The Deeside Way is a popular public trail and cycle way, incorporating the Former Deeside Railway Line, which has been safe guarded from a local planning perspective to ensure continued use in the public interest.

3.7 Example bridge structure:-



- 3.8 The developer upon receiving full planning consent in principle has approached the Council, as owner of The Deeside Way, to undertake the necessary process required to construct the new bridge.
- 3.9 The planning consent in principle has various conditions, which require further approval by the planning authority. This includes the developer providing full details of the proposed means of access to the development.
- 3.10 This will involve providing full technical design details of the proposed bridge, which will be subject to the approval of the relevant Council departments.
- 3.11 Once the bridge design is approved and the exact area required is confirmed, it is proposed the Council will instruct an external valuer with specialist knowledge to provide a market valuation of the area to confirm Market Value and Market Rent.
- 3.12 Due to the specialist nature of the subjects it is considered appropriate to instruct an external valuer with the necessary expertise to provide a formal valuation. The developer has agreed to meet the Council's costs in relation to the valuation and any additional legal advice required.

- 3.13 It is proposed that the method of transfer of the airspace rights will be a lease for the period required to complete construction of the bridge and new link road, to an adoptable standard.

4. FINANCIAL IMPLICATIONS

- 4.1 The Council will obtain formal quotes from appropriate external valuers. The developer has agreed to cover the cost of the valuation and any legal advice required in relation to this matter.

5. LEGAL IMPLICATIONS

- 5.1 Legal Services will undertake the necessary due diligence to ensure the lease of airspace rights comply with the Terms agreed per industry norms and the planning consents while incorporating conditions necessary to protect the Council's interest.
- 5.2 Safeguards (including but not limited to) lease termination options and the provision of road bonds, should be incorporated into the legal documentation to ensure the Council is adequately protected against the Developer potentially going insolvent prior to the road being completed to an adoptable standard.
- 5.3 Corporate Landlord in consultation with Legal Services will consider and (if necessary) incorporate early termination provisions within the lease to accommodate the potential for a future re-purposing of the Deeside Way back to railway use.

6. ENVIRONMENTAL IMPLICATIONS

- 6.1 There are no direct environmental implications arising from the recommendations of this report. The design and construction of the bridge will be subject to a separate application to ensure compliance with environmental and wider planning policy.

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		L	Yes
Compliance	Requirement to meet best value	Obtain formal valuation over the required area once specified.	L	Yes
Operational	No significant risks identified	The Deeside Way is both a Core Footpath and a wildlife corridor and is accessed by a variety of users. While no significant risk identified in relation to the proposal, following a decision at CG&R Committee ref RES/19/424 on 5.12.2019, instructions were confirmed re various restrictions to access to the Deeside Line.	L	Yes
Financial	Requirement to meet best value	Obtain formal valuation over the required area. Developer to meet cost of valuation.	L	Yes
Reputational	No significant risks identified		L	Yes
Environment / Climate	No significant risks identified		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 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 • Making a better place for people to live, work, raise a family and visit.
<u>Local Outcome Improvement Plan</u>	
Prosperous People Stretch Outcomes	This report and recommendation will not impact the Council's ability to fulfil its Stretch Outcomes.

9. IMPACT ASSESSMENTS

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

10. BACKGROUND PAPERS

10.1 None.

11. APPENDICES

11.1 None

12. REPORT AUTHOR CONTACT DETAILS

Name	Jonathan Steele
Title	Estates Surveyor
Email Address	JoSteele@aberdeencity.gov.uk
Tel	01224 52 2313

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	08 May 2024
EXEMPT	This report is not exempt, but Appendices 2 and 4-9 are (paragraph 8)
CONFIDENTIAL	No
REPORT TITLE	Work Plan & Business Cases
REPORT NUMBER	CORS/24/131
DIRECTOR	Andy MacDonald
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 Corporate Services and Families and Communities 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 Corporate Services and Families and Communities Functions;
- 2.2 approves the procurement business cases, including the total estimated expenditure for the proposed contract;
- 2.3 approved the estimated expenditure on framework agreements as detailed in the Corporate Services workplan; and
- 2.4 notes the content of Appendix 3 – Technical Exemption Approvals.

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 The ACC Procurement Regulations 2023 also require that if aggregated expenditure via framework agreements will exceed £50,000 (supplies/services) or £250,000 (works), then the authority of the relevant Committee to incur the expenditure must be obtained in advance of the applicable thresholds being exceeded. Aggregate expenditure via framework agreements will be reported annually by the Commercial & Procurement Shared Service where expenditure is recurring, though expenditure will be cross council in many cases.

3.3 Committee is asked to review the Corporate Services and Families and Communities 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_080524

Appendix 3 – Technical Exemption Approvals_PUBLIC_FR_080524

Private

Appendix 2 - Final Revenue Work Plans PRIVATE_FR_080524

Appendix 4 - Scottish Qualification Authority_PRIVATE_080524

Appendix 5 - Seemis System_PRIVATE_080524

Appendix 6 - Parent Booking System_PRIVATE_080524

Appendix 7 - Parental Engagement Platform_PRIVATE_080524

Appendix 8 - Transport for AGS & Harlaw_PRIVATE_080524

Appendix 9 - PEF Funded Contracts_PRIVATE_080524

11. REPORT AUTHOR CONTACT DETAILS

Name	Melanie Mackenzie
Title	Strategic Commercial Manager
Email Address	MeMackenzie@aberdeencity.gov.uk
Tel	07795 316388

This page is intentionally left blank

Corporate Services (FWA) Work Plan	Committee: Finance & Resources	Date of Committee: 08 May 2024
---------------------------------------	-----------------------------------	--------------------------------

Reference (Framework Agreement)	Framework Agreement Host Organisation	Description of Requirement	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
YPO	YPO	1027 - Street Lighting Products and Services	13/11/2020	12/11/2024	0	12/11/2024	<p>Framework Agreement for the 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.</p> <p>Provision of testing and reporting services for street furniture and exterior structures such as columns, feeder pillars, posts and brackets to include structural and/or electrical testing, tracing and mapping services.</p>
12-23	Scotland Excel	Catering Sundries & Disposables	01/08/2024				<p>Framework Agreement for a range of catering sundries products including disposables cups, bowls, plates and cutlery, tableware, food containers, food packaging, cookware, crockery, cutlery, glassware, utensils and other table services for use within council catering environments including schools, cafes and restaurants, corporate and civic locations, leisure centres, community centres and social work premises.</p>
2019/S 239-586725	East of England NHS Collaborative Procurement Hub	Analysis & Reconciliation Services	01/03/2020	28/02/2023	12	28/02/2024	<p>This Framework Agreement is for the provision of retrospective analytical reviews and analysis of core spend and transactions e.g. electricity, natural gas, water, telecoms, VAT etc. which can result in the discovery and recovery of overpayments. Suppliers operate on a 'no win, no fee' basis so the Council only pays a pre-agreed percentage fee of the money recovered. If nothing is found the value is zero.</p>
0722	Scotland Excel	Asbestos related works and services	14/12/2023	13/12/2027	0	13/12/2027	<p>Framework Agreement for asbestos related services to ensure housing stock and other buildings are kept up to date in terms of asbestos surveys, removal and testing.</p>
08-22	Scotland Excel	Audio Visual Equipment	03/04/2023	02/04/2027	0	02/04/2027	<p>Framework Agreement for a range of audio visual equipment including, but not limited to, interactive touch screens; television screens; digital signage; and projectors.</p>
03-20	Scotland Excel	Bitumen Products	01/03/2021	28/02/2024	12	28/02/2025	<p>Framework Agreement for a range of Bitumen Products to be utilised for Road Repairs.</p>
03-18	Scotland Excel	Building & Timber Materials	01/04/2019	31/03/2022	20	31/03/2024	<p>Framework Agreement for the Supply and Delivery of Building and Timber Materials including doors, window frames, kitchen units, fencing etc.</p>

Reference (Framework Agreement)	Framework Agreement Host Organisation	Description of Requirement	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
0920	SXL	Building Construction Consultancy	19/04/2023	18/04/2025	24	18/04/2027	This framework supports members to attain an extensive range of third party buildings related construction consultancy services. It comprises Architecture; Civil and Structural Engineering; Quantity Surveying; Mechanical, Electrical and Plumbing Engineering, Multi Disciplinary Services, Clerk of Works, Project Management, Landscape Architecture, CDM Advice, Master Planning, Environmental Engineering and Building Surveying.
19-19	Scotland Excel	Catering Sundries & Disposables	01/08/2020	31/07/2022	24	31/07/2024	Framework Agreement for a range of catering sundries products including disposables cups, bowls, plates and cutlery, tableware, food containers, food packaging, cookware, crockery, cutlery, glassware, utensils and other table services for use within council catering environments including schools, cafes and restaurants, corporate and civic locations, leisure centres, community centres and social work premises.
06-23	Scotland Excel	Civic Supplies	01/04/2024	31/03/2027	12	31/03/2028	This framework will provide councils with a mechanism to procure a range of beverages including kegs of beer, wine, soft drinks and spirits for civic functions and for civic sites that have bar facilities.
SP-22-023	Scottish Government	Cloud and Hosting Services	01/11/2023	31/10/2027	0	31/07/2027	Multi supplier framework for cloud Services including public cloud, private cloud, co-location, etc
13-22	Scotland Excel	Commercial Catering Equipment	01/06/2023	31/05/2026	12	31/05/2027	Framework Agreement for a range of gas, electric and refrigerated commercial catering equipment. This includes, but is not limited to, blast chillers, combi ovens, fridges, freezers, hot and cold holding equipment, gas ranges, mixers, dishwashers and other associated products.
19-22	Scotland Excel	Community Meals	01/07/2024				Framework agreement for the supply and delivery of community meals delivered to people in their own homes, community venues and council premises throughout Scotland.
20-18	Scotland Excel	Community Meals	01/09/2019	31/08/2022	22	30/06/2024	Framework agreement for the supply and delivery of community meals delivered to people in their own homes, community venues and council premises throughout Scotland.
000-FNRW2596	Aberdeenshire Council	Construction Design Services Framework	08/05/2020	08/04/2023	0	08/04/2024	Framework agreement for the supply and delivery of community meals delivered to people in their own homes, community venues and council premises throughout Scotland.
RM6165	CCS	Construction Professional Services	03/11/2021	02/11/2025	0	02/11/2025	Construction Design Services Framework Agreement let by Aberdeenshire Council for Services split across 7 Lots.
RM6165	CCS	Construction Professional Services (DPS)	03/11/2021	02/11/2025	0	02/11/2025	Framework Agreement for Project management, design and advisory services to support delivery of property and construction projects including environmental services.
RM6088	CCS	Construction Works and Associated Services	21/03/2022	30/10/2026	0	30/10/2026	Central government and the wider public sector can access a wide range of technical advisory services in support of building and civil engineering projects of all scales and sizes.

Reference (Framework Agreement)	Framework Agreement Host Organisation	Description of Requirement	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
Cs1	SPA	Consultancy Services	26/04/2023	25/04/2027	0	25/04/2027	Delivers a wide range of major and minor building, and civil engineering projects for central government and the wider public sector.
664_21	ESPO	Consultancy Services_2021	01/09/2021	31/08/2025	0	31/08/2025	This framework has been developed to provide an efficient, value for money procurement route for local authorities; registered social landlords; councils, trusts, and other public sector bodies seeking a comprehensive range of high-quality consultancy services across multiple disciplines.
1119	Scotland Excel	Demolition and Deconstruction	01/08/2020	31/07/2022	24	31/07/2024	Framework Agreement to procure Demolition works
SP-22-019	Scottish Government	Desktop Client Device Framework	01/09/2023	31/08/2025	24	31/08/2027	Single supplier framework agreement for the provision of desktop client devices and associated services.
10-21	Scotland Excel	Digital Publications and Services	01/08/2022	31/07/2025	12	31/07/2026	Digital resources over 5 Lots including E-Books, E-audiobooks, E-magazines, E-Comics and E-newspapers
SBS / 19 / AB / WAB / 9411	NHS Shared Business Services	Digital Workplace Solutions	10/08/2020	09/08/2024	0	09/08/2024	Framework agreement for full IT solutions such as IT Infrastructure, Servers and Storage Hardware, Networking, Virtualization and End User & Solutions Software and also ad-hoc single pieces of hardware and/or software as required.
08-15	Scotland Excel	Domestic Furniture & Furnishings & White Goods	01/02/2021	31/01/2025	0	31/01/2025	Framework Agreement for a comprehensive range of domestic furniture and furnishings to enable people to live independently or to be supported in temporary accommodation via The Scottish Welfare Fund.
C8	SPA	Doorsets, Fire Doors and Communal Entrance Doors	07/06/2021	06/06/2025	0	06/06/2025	Framework agreement for the supply and installation of communal entrance and exit doors, entrance doors and associated products including access control. Fully compliant, the framework is suitable for multi occupancy residential buildings (low/medium/high rise) and public buildings such as educational establishments, local government buildings and police/fire authority buildings
06-20	Scotland Excel	Education & Office Furniture	01/09/2021	31/08/2025	0	31/08/2025	Framework Agreement for a wide range of furniture covering education and corporate requirements. This includes everything from classroom and flexible teaching spaces to dining areas through to standard and informal office accommodation.
12-20	Scotland Excel	Education Materials	01/08/2021	31/07/2024	12	31/07/2025	Framework Agreement for a range of Educational Materials including (but not limited to), classroom activity materials, early learning materials, exercise books, musical instruments, science equipment and sports equipment.
09-19	Scotland Excel	Electrical Materials	01/04/2020	31/03/2022	24	31/03/2024	Framework Agreement for a range of electrical materials, including Cables, Lighting, Wiring materials etc.
	Scottish Government	Electricity	01/04/2024				Framework Agreement for the supply of electricity for the Scottish public sector.
1320	Scotland Excel	Energy Efficiency Contractors	01/02/2022	31/01/2025	12	31/01/2026	Framework Agreement for the upgrading of existing housing stock with energy efficient measures
N8	SPA	Energy Efficiency Measures & Associated Works	09/11/2020	08/11/2024	0	08/11/2024	Framework Agreement which allows for the sourcing of suppliers to install energy efficiency measures

Reference (Framework Agreement)	Framework Agreement Host Organisation	Description of Requirement	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
06-16	Scotland Excel	Engineering and Technical Consultancy	18/03/2021	17/03/2025	0	17/03/2025	Framework Agreement providing a mechanism to engage consultancy services across a broad range of technical disciplines including Roads, Transport, Environmental, Geotechnical & Project Management.
RM3816	CCS	Estates Management	21/07/2021	20/07/2024	0	20/07/2024	Framework Agreement for property services including purchase, disposal, raising income from property and facilities management services.
CEC External Legal	Edinburgh City Council	External Legal Services	21/12/2023	20/12/2025	24	20/12/2027	Framework agreement for the provision of external legal services
10-22	Scotland Excel	First Aid Materials	09/01/2023	08/01/2026	12	08/01/2027	Framework Agreement providing a mechanism to adhere with the Health and Safety (First-Aid) Regulations 1981, and procure a range of first aid materials relevant for the workplace and the public.
13549	Halton Housing	Framework for the Procurement of Fleet (vehicles and associated assets)	29/05/2020	28/05/2024	0	28/05/2024	Framework for the Procurement of Fleet (vehicles and associated assets)
08-23	Scotland Excel	Fresh Fruit and Vegetables	01/06/2024				Framework agreement providing a mechanism to procure a range of products including but not limited to: fresh apples, bananas, grapes, pears, strawberries, carrots, turnip, cabbage, corn and other associated products.
10-19	Scotland Excel	Fresh Fruit and Vegetables	01/04/2020	31/03/2022	24 (+2)	01/06/2024	Framework agreement providing a mechanism to procure a range of products including but not limited to: fresh apples, bananas, grapes, pears, strawberries, carrots, turnip, cabbage, corn and other associated products.
11-20	Scotland Excel	Frozen Foods	01/04/2022	31/03/2026	0		Framework Agreement for a range of frozen products including but not limited to bakery, poultry, fish, meats and vegetables, as well as taking into account requirements for the Schools (Health, Promotion and Nutrition) (Scotland) Act
RM6186	CCS	Fuel Card and Associated Services Framework ID: RM6186	22/02/2022	21/02/2026	0	21/02/2026	Framework Agreement for Card and associated services to purchase vehicle fuel at service stations, providing regional, nationwide and European coverage.
RM1557.13	CCS	GCloud 13	09/11/2022	08/11/2024	0	08/11/2024	Digital marketplace for cloud software, hosting and support
SP-22-021	Scottish Government	General Stationery and Office Paper	01/07/2023	30/06/2025	24	30/09/2027	Sole supply framework agreement for the provision of general stationery and office paper to the Scottish Public Sector.
12-19	Scotland Excel	Groceries & Provisions	01/05/2020	30/04/2022	24 (+12)	30/04/2025	Framework Agreement for the Supply & Distribution of Groceries & Provisions, a range of products is available via the framework including but not limited to, dairy and chilled products, dried goods, ambient products, crisps, confectionery, soft drinks and water to be procured by schools, nurseries, leisure centres, community centres, social work facilities, council buildings and civic centres.

Reference (Framework Agreement)	Framework Agreement Host Organisation	Description of Requirement	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
NEPO214	TPPL/NEPO	Grounds Maintenance, Plant & Handheld Tools	01/09/2022	31/08/2026	0	31/08/2026	The Procurement Partnership Limited in collaboration with NEPO, created this Framework Agreement to consist of 4 Lots; covering purchase and hire of plant, equipment and tools with or without an operator. The Lots are as follows: Lot 1: Purchase of Grounds Maintenance Equipment Lot 2: Purchase of Plant Equipment Lot 3: Purchase of Handheld Tools, including Electrical & Mechanical Items Lot 4: Hire of Equipment With & Without Operator
03-21	Scotland Excel	Heavy Vehicles	01/01/2022	31/03/2023	12	31/03/2023	Framework Agreement for the supply of a range of heavy and municipal vehicles for a range of council services including refuse collection, winter maintenance and road sweeping as well as more general use vehicles including specialist body building services.
12-22	Scotland Excel	Janitorial Products	01/03/2023	28/02/2027	0	28/02/2027	This framework will provide councils and other participating bodies with a mechanism to procure a range of products including: paper-towels, cleaning chemicals, hand-soap, refuse sacks, cleaning equipment such as mops and buckets and sanitary products. Users of the framework are likely to include schools, nurseries, leisure centres, community centres, social work, council buildings and civic centres.
09-21	Scotland Excel	Library Books & Educational Textbooks	01/08/2022	31/07/2025	12	31/07/2026	Framework agreement for Library Books, Educational Textbooks & Multimedia Supplies, 19 Lots covering a wide range of genres and media formats and includes the top 12 Publishers used across Scotland for Educational Textbooks.
03-22	Scotland Excel	Meats - Fresh, Prepared and Cooked (incl. Fresh Fish)	01/04/2023	31/03/2027	0	31/03/2027	Framework Agreement for the Supply & Distribution of Fresh Meats, Cooked Meats, taking into account requirements for the Schools (Health, Promotion and Nutrition) (Scotland) Act.
RM6187	CCS	Management Consultancy Framework Three (MCF3)	24/08/2021	23/08/2025	0	23/08/2025	Access to consultancy including business, strategy and policy, finance, HR, procurement, health/social care and community, infrastructure and environment.
05-21	Scotland Excel	Milk	01/03/2022	28/02/2026			Framework Agreement for a range of dairy products, including semi-skimmed milk, whole milk, organic milk, flavoured milk and fresh creams. It will take into account the requirements stipulated by the Schools (Health, Promotion and Nutrition)(Scotland) Act.
RM6177	CCS	National Fuels 2	01/02/2021	31/01/2025	0	31/01/2025	Framework Agreement for liquid and solid fuels such as heating oil and wood to all public sector customers. Also includes all products and services connected to using fuels, such as tank maintenance.
SP-19-020	Scottish Government	Mobile Client Devices	16/08/2021	15/08/2024	12	15/08/2025	Single supplier framework for the provision of mobile client devices and associated services.
RM6261	CCS	Mobile Voice and Data Services	13/12/2022	12/12/2024	24	12/12/2026	Framework to call off mobile and data services as required, direct award and further competition is allowed under this framework

Reference (Framework Agreement)	Framework Agreement Host Organisation	Description of Requirement	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
RM6184	CCS	Offsite Construction Solutions	24/01/2023	23/01/2027	0	23/01/2027	<p>This framework provides a simple, low-cost way to achieve your offsite solution needs. You can buy or hire offsite solutions that are designed and manufactured to your particular specification.</p> <p>This agreement offers an alternative to a traditionally built environment. It provides a complete 'turn key' package solution, which means you can use this agreement to access everything you need for your offsite construction solution.</p>
953_22	ESPO	Modular Buildings	01/02/2022	31/01/2024	24	31/01/2026	<p>Framework Agreement for Educational, healthcare, catering and accommodation units, will also cover other standard modular buildings such as: site offices, changing rooms, portable cabins, toilet blocks and drying rooms and many more options as well as bespoke buildings.</p>
MB2	SPA	Modular Buildings	10/05/2021	09/05/2025		09/05/2025	<p>Framework agreement for the supply and installation of modular units</p>
SP-17-031	Scottish Government	Natural Gas	01/04/2020	31/03/2022	3 x 12	31/03/2025	<p>Framework Agreement for the supply of natural gas for the Scottish public sector.</p>
RM6116	CCS	Network Services 3	23/05/2023	17/07/2025	24	17/07/2027	<p>Framework agreement to allow access network solutions, communication services, connectivity to cloud-based data and applications, audio and video conferencing, radio and satellite networking, and emerging technologies such as Internet of Things (IoT) and Smart Cities</p>
H2	SPA	New Build Housing	01/08/2022	31/07/2026	0	31/07/2026	<p>This SPA framework has been developed to provide an efficient, value for money procurement route for local authorities, social landlords and other public sector bodies for the development of new build housing projects and associated works including development agreements and land purchases.</p>
15-18	Scotland Excel	New Build Residential Construction	26/08/2019	31/07/2023	6	31/07/2024	<p>Framework Agreement developed by Scotland Excel in order support the Affordable Housing Supply Programme introduced by the Scottish Government to address the issue of the shortfall in affordable homes and the inequality of living in Scottish society. Will be used throughout the next year to let Call Off contracts for New Build Housing Schemes.</p>
RM6160	CCS	Non-Clinical and Fixed Term Staff	30/07/2019	25/07/2021	24	25/07/2023	<p>Framework Agreement providing the ability to secure quality candidates regionally and nationally across the UK under a variety of specialisms including, but not limited to: administration and secretarial roles, finance, accounts and audit roles, IT technicians, analysts and technical engineer specialist, legal secretaries, paralegals and lawyers, clinical coders and health records secretaries, caterers, drivers, security, estates and maintenance roles, such as general labour, specialist labour e.g. electricians and surveyors, environmental and scientific roles.</p>

Reference (Framework Agreement)	Framework Agreement Host Organisation	Description of Requirement	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
0420	SXL	Outdoor Play and Sports Facilities	01/10/2022	31/08/2024	24	31/08/2026	This second generation framework is for the provision of outdoor play and sports facilities for all 32 councils in Scotland as well as any associate member of Scotland Excel. This framework will provide a mechanism to procure a wide-ranging scope of works, services, installation and supply arrangements for outdoor play areas (incorporating outdoor play, gym and education equipment), multi-use games areas, wheeled sports areas, safety surfacing and artificial surfaces, as well as the provision for inspection and maintenance arrangements.
509_23	ESPO	Parking Mangement Solutions	10/05/2023	09/05/2025	24	09/05/2027	The framework is essentially a select list of suppliers, all with a proven and successful track record of delivering parking management solutions, from whom customers may set up supply arrangements quickly and simply.
RM1557.13	CCS	Payment processing services	09/11/2022	08/11/2024	0	08/11/2024	G_cloud 13 Payment Solutions - Facility to make Payments via paypoint /post office, for rent, council tax etc
RM6248	CCS	Payment Solutions 2 (Lot 1 Purchase Cards)	02/12/2022	31/10/2025	12	31/10/2026	Framework for Payment Solutions (Lot 1) - Purchase Card
RM3828	CCS	Payment Solutions - Lot 2 Prepaid Cards	02/12/2022	31/10/2025	12	31/10/2026	Framework for Payment Solutions (Lot 2 - prepaid cards)
06-21	Scotland Excel	Personal and Protective Equipment	01/06/2022	31/05/2025	12	31/05/2026	Framework Agreement for a range of PPE, which is a legislative requirement to protect the user against health and safety risks at work. Users are expected to include employees from numerous council departments ranging from construction, school crossing patrol, lighting engineers, gardening, etc.
23-18	Scotland Excel	Plumbing & Heating Materials	01/12/2019	30/11/2022	12	31/03/2024	Framework Agreement for a range of plumbing and heating materials in support of construction projects, ongoing maintenance schedules and ad hoc repairs. Council departments likely ot use the framework include stores and housing maintenance.
SP-19-035	Scottish Government	Postal services Framework	01/07/2021	30/06/2025	0	30/06/2025	National framework agreement for the provision of postal services including Physical & Hybrid Mail/Scheduled & Bulk Mail.
CT2675	Edinburgh Council Framework	Professional Services	18/01/2021	17/01/2025	0	17/01/2025	Edinburgh Council Framework for Professional Services. This framework could be used as an alternative if requirement cannot be sufficiently met to Aberdeenshire's framework. The City of Edinburgh Council Professional Services Framework is designed as a one stop shop the framework covers a wide range of services to meet the needs of any organisation who has a requirement for construction professional services, with a simple and efficient route to market from an extensive list of suppliers across a range of discipline

Reference (Framework Agreement)	Framework Agreement Host Organisation	Description of Requirement	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
1821	SXL	Property Maintenance and Refurbishment	16/06/2023	15/06/2025	24	15/06/2027	This framework will provide members with an effective and efficient method of repairing and maintaining both commercial and domestic properties. Repair, maintenance and undertaking of minor works to maintain and improve the Council's estate and to assist in the delivery of its property maintenance program. This will include domestic and non-domestic properties as well as planned and reactive work and lower value capital projects.
01-22	Scotland Excel	Provision and Delivery of Washroom Solutions and Sanitary Products	01/10/2022	30/09/2026	0	30/09/2026	This framework will provide councils with a mechanism to procure a range of products and services including, but not limited to: Lot 1, sanitary waste disposal; nappy waste disposal; sanitisers; air fresheners, sharps disposal and medical waste disposal and Lot 2, the provision of sanitary products, which supports the Scottish Government's commitment of promoting dignity to women by providing free sanitary protection to all students in educational establishments.
PB3	SPA	Public Buildings Construction and Infrastructure	01/10/2021	30/09/2025	0	30/09/2025	This framework has been developed to provide an efficient, value for money procurement route for local authorities, social landlords and other public sector bodies for the construction of new buildings, extensions and refurbishment of public buildings and infrastructure.
RM6240	CCS	Public Sector Legal Services (RM6240)	06/09/2022	05/09/2026	0	05/09/2026	Framework agreement for the provision of external legal services
RM6013	CCS	Public Sector Vehicle Hire Solutions	05/09/2019	04/09/2022	12	04/09/2023	This framework agreement will give the Council a compliant route to market to access a wide range of short or long-term hire/lease of vehicles including: <ul style="list-style-type: none"> • Cars • Light commercial vehicles • 4x4 vehicles • Minibuses • Heavy goods vehicles • Car share
0721	Scotland Excel	Recycle & Refuse Containers (Lot 1 & 2)	09/12/2021	08/12/2024	12	08/12/2025	Framework for purchase, supply and delivery of various container types to support councils in the delivery of waste and environmental services and is designed to assist councils in delivering collection services to households for a host of materials.
0721	Scotland Excel	Recycle & Refuse Containers (Lot 7)	09/12/2021	08/12/2024	12	08/12/2025	Framework for purchase of Recycle and Refuse Containers and Food Waste bags
RAMS	Blackpool Council	Road Asset Management Strategy Framework	01/06/2021	31/05/2025	0	31/05/2025	This framework provides councils with a programme to manage highway assets including data collection, deterioration mapping, lifecycle modelling and professional services to help understand the medium to long term deterioration of their highway networks.

Reference (Framework Agreement)	Framework Agreement Host Organisation	Description of Requirement	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
16-21	Scotland Excel	Roadstone Materials	01/10/2022	30/09/2026	0	30/09/2026	<p>This framework will provide councils and other participating bodies the mechanism to procure the supply and delivery of range of roadstone and ready mix concrete products. This includes coated, uncoated and recycled roadstone materials.</p> <p>Lot Structure: Lot 1 - Coated Roadstone Lot 2 - Uncoated Roadstone Lot 3 - Recycled Roadstone Lot 4 - Ready Mixed Concrete</p>
15-21	Scotland Excel	Salt for Winter Road Maintenance	01/11/2022	31/10/2026	0	31/10/2026	<p>Framework Agreement for the Supply and delivery of bulk rock salt, bagged salt, bulk marine salt, bulk treated salt, de-icing products as well as associated equipment and accessories.</p> <p>Spend will move across to the new framework once details are made available</p>
23-22	Scotland Excel	Security Services and Cash Collection	15/03/2024	14/03/2027	0	14/03/2027	<p>Framework Agreement for a range of Security Services including Manned Guarding, Taxi Marshals, Key Holding Services and Cash Collection.</p>
344_18	ESPO	Signs	05/01/2022	31/12/2024	0	31/12/2024	<p>This framework covers the supply of standard and bespoke signs, using a variety of materials suitable for internal and/or external use. For small value orders, customers are referred to ESPO's main catalogue, where our range of signs are described. For all other requirements please refer to a framework.</p>
1721	Scotland Excel	Social Care Agency Workers	16/01/2023	15/01/2025	24	15/01/2027	<p>Framework Agreement providing a mechanism to engage the services of Agency workers for Social Care. New Framework due in Nov 2022.</p>
SP-21-034	Scottish Government	Software Value Added Reseller Services (SVARS)	01/05/2023	30/04/2025	24	30/04/2027	<p>Single supplier collaborative framework agreement for commercial off-the-shelf software and supporting services.</p>
319-19	ESPO	Staff Benefits Framework	01/04/2019	31/03/2021	24	31/03/2023	<p>Now incorporates Food Voucher requirements after NPS framework call off was terminated - this is GRANT FUNDED.</p> <p>The Framework Agreement provides staff with the opportunity to access a range of employee benefits through either a salary sacrifice scheme or a voluntary benefits scheme. Employee benefits would be fully administered by the recommend supplier under Lot 1 Managed Service and available all year round. Although monies going through contract is high, cost to Council is close to nil as supplier makes money through uptake of benefits (£750k pertains to food vouchers).</p>
59_20	ESPO	Street Lighting Solutions	21/01/2020	20/01/2024	0	20/01/2024	<p>Street lighting upgrades, installations</p>
1321	Scotland Excel	Supply & Delivery of Musical Instruments	01/12/2021	30/11/2024	12	30/11/2025	<p>Single Lot Framework for the supply and delivery of musical instruments. Previously incorporated in the Educational Materials Framework</p>
SP-21-012	Scottish Government	Technology Peripherals and Infrastructure Framework	16/05/2022	15/05/2024	24	15/05/2026	<p>Framework agreement in two Lots and replaces the IT Peripherals framework single supplier. Lot 1 - IT Equipment Catalogue, Lot 2 - complex infrastructure projects</p>
SP-22-001/002/004	Scottish Government	Temporary and Interim Staff Services Frameworks	13/04/2023	12/04/2025	24	12/04/2027	<p>Temporary and interim staff services framework agreement(s) for the Scottish Public Sector.</p>

Reference (Framework Agreement)	Framework Agreement Host Organisation	Description of Requirement	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
664/21	ESPO	Treasury Mangement Services	19/04/2021	19/04/2023	24	19/04/2025	Range of consultancy services including Treasury Management. Lot 2h This framework covers a full range of tyre types and sizes as well as associated tyre management services
2-21	Scotland Excel	Tyres	01/01/2022	31/12/2025	0	31/12/2025	The contract is covered by 6 lots. Lot 1 - Supply & Fit - Tyres for Cars & Vans Lot 2 - Supply Only - Tyres for Cars & Vans Lot 3 - Supply & Fit - Tyres for Trucks Lot 4 - Supply Only - Tyres for Trucks Lot 5 - Supply & Fit - Tyres for Agricultural/Plant Lot 6 - Supply Only - Tyres for Agricultural/Plant
07-20	Scotland Excel	Vehicle Parts	01/04/2021	31/12/2024	12	31/12/2024	Framework Agreement for a wide range of vehicle spare parts, replacement municipal road sweeper brushes, hydraulic hoses and replacement glass for a multitude of light and heavy vehicles.
01-21	Scotland Excel	Vehicles and Plant Hire	21/02/2022	20/02/2024	24	20/02/2026	Framework Agreement for the hire of a wide range of vehicles and plant (self drive or with operator).
RM6259	CCS	Vertical Application Solutions	07/03/2023	07/09/2025	18	06/03/2027	Framework Agreement providing access to end to end solutions designed to support a wide range of specific sector needs, including for Local Government, Education
SP-23-07	Scottish Government	Water And Waste Water Billing Services	01/04/2024	31/03/2027	12	31/03/2028	Framework Agreement for the provision of water and waste water billing services including automated meter reading (AMR) services.
20-21	Scotland Excel	Water Coolers & bottled Water	07/07/2022	06/07/2025	12	06/07/2026	Framework Agreement for the purchase and rent a range of water coolers including free standing bottled water coolers and plumbed in water coolers, Including options to procure the associated maintenance and sanitisation services.
EFM1044 AP	APUC	Water Quality Management	06/08/2021	05/08/2024	12	05/08/2025	Water treatment services inc Legionella Services, Quality Treatment etc
SP-22-020	Scottish Government	Web Based & Proprietary Client Devices	01/03/2024	28/02/2027	12	28/02/2028	Single supplier framework for the provision of web based and proprietary client devices and associated services.
WH	SPA	Whole House Refurbishment - DPS	03/01/2021	28/02/2025	48	28/02/2029	Open market solution designed to provide buyers with access to a pool of pre-qualified suppliers in respect of building works, goods and services for use in public sector refurbishment and maintenance.
319-23	ESPO	Staff Benefits Framework (new)	07/08/2023	06/08/2025	24	06/08/2027	Proposed Framework Agreement for joint procurement across all three Shared Service Councils for Additional Voluntary Contributions (pension) and additional Staff Benefits.

Families & Communities Work Plan	Committee: Finance & Resources	Date of Committee: 08 May 2024
----------------------------------	--------------------------------	--------------------------------

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
CRN00035374	Families & Communities	Education	Maths & Numeracy Tool - Texthelp	Pupil Equity Funded	01/07/2024	30/06/2025	48	30/06/2029	Contract funded through Pupil Equity Funding which is funding allocated to schools and targeted at closing the poverty related attainment gap. The contract will be for a period of 1 year with the option to extend to a maximum of 5 years, any extension would be subject to the continuation of the funding.
000-GKHR4833	Families & Communities	Education	Educational ICT Software - Curriculum Tools	Pupil Equity Funded	15/08/2024	14/08/2025	48	14/08/2029	Contract funded through Pupil Equity Funding which is funding allocated to schools and targeted at closing the poverty related attainment gap. The contract will be for a period of 1 year with the option to extend to a maximum of 5 years, any extension would be subject to the continuation of the funding.
000- WQEU5663	Families & Communities	Education	Northern Star	Pupil Equity Funded	01/09/2024	31/08/2025	48	31/08/2029	Contract funded through Pupil Equity Funding which is funding allocated to schools and targeted at closing the poverty related attainment gap. The contract will be for a period of 1 year with the option to extend to a maximum of 5 years, any extension would be subject to the continuation of the funding.
000-WVVH4338	Families & Communities	Education	Outdoor Learning based support for Schools	Pupil Equity Funded	01/09/2024	31/08/2025	48	31/08/2029	Contract funded through Pupil Equity Funding which is funding allocated to schools and targeted at closing the poverty related attainment gap. The contract will be for a period of 1 year with the option to extend to a maximum of 5 years, any extension would be subject to the continuation of the funding.
CRN00035372	Families & Communities	Education	Outdoor Learning Play Furniture & Apparatus	Pupil Equity Funded	01/09/2024	31/08/2025	48	31/08/2029	Contract funded through Pupil Equity Funding which is funding allocated to schools and targeted at closing the poverty related attainment gap. The contract will be for a period of 1 year with the option to extend to a maximum of 5 years, any extension would be subject to the continuation of the funding.

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-JEUT9834	Families & Communities	Education	Sport Based Support	Pupil Equity Funded	01/09/2024	31/08/2025	48	31/08/2029	Contract funded through Pupil Equity Funding which is funding allocated to schools and targeted at closing the poverty related attainment gap. The contract will be for a period of 1 year with the option to extend to a maximum of 5 years, any extension would be subject to the continuation of the funding.
000-WQFJ3791	Families & Communities	Education	Visible Learning Teacher Training	Pupil Equity Funded	01/09/2024	31/08/2025	48	31/08/2029	Contract funded through Pupil Equity Funding which is funding allocated to schools and targeted at closing the poverty related attainment gap. The contract will be for a period of 1 year with the option to extend to a maximum of 5 years, any extension would be subject to the continuation of the funding.
000-TCMK3325	Families & Communities	Education	Education ICT Software - Literacy and Numeracy Tools	Pupil Equity Funded	01/09/2024	31/08/2025	48	31/08/2029	Contract funded through Pupil Equity Funding which is funding allocated to schools and targeted at closing the poverty related attainment gap. The contract will be for a period of 1 year with the option to extend to a maximum of 5 years, any extension would be subject to the continuation of the funding.
CRN00035373	Families & Communities	Education	Education ICT Software - Literacy and Numeracy Tools	Pupil Equity Funded	01/09/2024	31/08/2025	48	31/08/2029	Contract funded through Pupil Equity Funding which is funding allocated to schools and targeted at closing the poverty related attainment gap. The contract will be for a period of 1 year with the option to extend to a maximum of 5 years, any extension would be subject to the continuation of the funding.
CRN00035376	Families & Communities	Education	Music based support for schools	Pupil Equity Funded	01/09/2024	31/08/2025	48	31/08/2029	Contract funded through Pupil Equity Funding which is funding allocated to schools and targeted at closing the poverty related attainment gap. The contract will be for a period of 1 year with the option to extend to a maximum of 5 years, any extension would be subject to the continuation of the funding.

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
CRN00035375	Families & Communities	Education	Curriculum support for SVQ, Modern / Foundation Apprenticeships	Pupil Equity Funded	01/09/2024	31/08/2025	48	31/08/2029	Contract funded through Pupil Equity Funding which is funding allocated to schools and targeted at closing the poverty related attainment gap. The contract will be for a period of 1 year with the option to extend to a maximum of 5 years, any extension would be subject to the continuation of the funding.
000-KFRV2828	Families & Communities	Education	Outdoor Learning Trips	Pupil Equity Funded	01/09/2024	31/08/2025	48	31/08/2029	Contract funded through Pupil Equity Funding which is funding allocated to schools and targeted at closing the poverty related attainment gap. The contract will be for a period of 1 year with the option to extend to a maximum of 5 years, any extension would be subject to the continuation of the funding.
000-EYNP6145	Families & Communities	Education	Outdoor Based Learning Trips for Schools	Pupil Equity Funded	01/09/2024	31/08/2025	48	31/08/2029	Contract funded through Pupil Equity Funding which is funding allocated to schools and targeted at closing the poverty related attainment gap. The contract will be for a period of 1 year with the option to extend to a maximum of 5 years, any extension would be subject to the continuation of the funding.
CRN00035405	Families & Communities	Education	Scottish Qualification Authority (SQA)	Revenue	01/08/2024	31/07/2025	48	31/07/2029	Contract to SQA to provide Aberdeen City schools with access to integrated MIS tools, which will allow schools to meet legislative and statutory attainment guidelines provided by the Scottish Government
000-DWJF1476	Families & Communities	Education	Seemis - MI System for Schools	Revenue	01/04/2024	31/03/2025	48	31/03/2029	Contract to provide Aberdeen City schools with access to integrated MIS tools, which will allow schools to meet legislative and statutory attendance and safeguarding guidelines provided by the Scottish Government. Aberdeen City Council is a member of SEEMiS Group LLP and the service is delivered as part of the Service Agreement with members, all 32 Local Authorities are members of SEEMiS Group LLP

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
CRN00035394	Families & Communities	Education	Parent Booking System	Revenue	01/07/2024	30/06/2025	48	30/06/2029	Contract for a Parents Booking system to provide Aberdeen City schools with access to integrated parental engagement tools, which will allow schools to meet legislative safeguarding and attendance guidelines provided by the Scottish Government
CRN00021743	Families & Communities	Education	Parental Engagement Platform	Revenue	01/08/2024	31/07/2027	24	31/07/2029	Contract for a platform for parental communications and digital learning resources. It is a well-established solution with over 12,000 learners and their families across primary schools. The service offers a range of unique features which are not available in other engagement applications
CRN00035415	Families & Communities	Education	Transport - Aberdeen Grammar & Harlaw	Revenue	01/08/2024	31/07/2026	36	31/07/2029	Contract for Contracted Passenger Transport Services, for the delivery of School transport for Aberdeen Grammar School and Harlaw Academy to enable pupils to access playing fields for PE

Appendix 3 - 4.1.3 Forms (Technical Exemption)

Function	Cluster	Description of Contract	Estimated Start date of Contract	Estimated End date of Contract	Total Estimated Contract Value £	Reason for seeking approval under 4.1.3 Technical Exemption:
Place	City Growth	Hydrogen Supply Agreement- Provision of a guaranteed supply of 300 Kg hydrogen gas per day to enable 15 hydrogen double deck buses, as part of the JIVE project, to be operated and run by First Bus.	01/03/2024	31/07/2024	£116,000.00	<p>BOC were initially awarded the contract to supply the Aberdeen Hydrogen Bus Project fuel. They remain the only supplier to operate a large-scale Hydrogen Refuelling Station in Scotland (until the proposed ACC/bp Hydrogen Hub comes on-line). They have both the infrastructure capable of fuelling double decker vehicles with scale and capacity required to operate First's public services in the City. There is one other Hydrogen refuelling station in Aberdeen owned and operated by the Council but is currently not operational and is not optimised for the refuelling of double-decker buses as the infrastructure was originally intended to cater for smaller vehicles. Additionally, this refuelling station does not have sufficient capacity to refuel the number of buses required to operate the hydrogen bus scheme. BOC are the only Supplier capable of and with the tools to provide this service.</p> <p>To note, this request is for a further short-term extension of the current contract to allow conclusion of the acquisition of the BOC plant on the site by ACC which is now well underway with an agreed funding package and awaiting final approval of the 3.10 Memo process to proceed.</p> <p>Tenders have been issued to provide an additional supply of hydrogen in the City by bringing the TECA 'Energy Centre' into production and a future development process is planned to scope options for the upgrade and expansion of the ACC-owned Cove station if technically and commercially feasible. Neither of these solutions will be delivered by the end of February 2024 however and both are being introduced to provide redundancy in the City, help build demand for the JV coming online and provide fuel for the additional 10 vehicles once under contract and in operation.</p>
Digital and Technology	Customer	MVP for Naloxone and Drug Advice App- Develop the existing proof of concept for a Naloxone/ Drug advice app into a publicly usable product. This includes updates to the screens and content, links to address/ mapping data and creation of the infrastructure layer to allow the app to be delayed publicly.	14/03/2024	01/06/2024	£101,000.00	<p>The POC was developed using cluster reply and the existing product design is their intellectual property. The development work to move the existing proof of concept to a usable product is only available via Cluster Reply. Any other approach would require a full development cycle of discovery and development.</p>

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

Exempt information as described in paragraph(s) 8 of Schedule 7A of the Local Government (Scotland) Act 1973.

Document is Restricted

This page is intentionally left blank

Exempt information as described in paragraph(s) 8 of Schedule 7A of the Local Government (Scotland) Act 1973.

Document is Restricted

This page is intentionally left blank

Exempt information as described in paragraph(s) 8 of Schedule 7A of the Local Government (Scotland) Act 1973.

Document is Restricted

This page is intentionally left blank

Exempt information as described in paragraph(s) 8 of Schedule 7A of the Local Government (Scotland) Act 1973.

Document is Restricted

This page is intentionally left blank

Exempt information as described in paragraph(s) 8 of Schedule 7A of the Local Government (Scotland) Act 1973.

Document is Restricted

This page is intentionally left blank

Exempt information as described in paragraph(s) 8 of Schedule 7A of the Local Government (Scotland) Act 1973.

Document is Restricted

This page is intentionally left blank

Exempt information as described in paragraph(s) 8 of Schedule 7A of the Local Government (Scotland) Act 1973.

Document is Restricted

This page is intentionally left blank

Exempt information as described in paragraph(s) 8 of Schedule 7A of the Local Government (Scotland) Act 1973.

Document is Restricted

This page is intentionally left blank

Exempt information as described in paragraph(s) 8 of Schedule 7A of the Local Government (Scotland) Act 1973.

Document is Restricted

This page is intentionally left blank

Exempt information as described in paragraph(s) 8 of Schedule 7A of the Local Government (Scotland) Act 1973.

Document is Restricted

This page is intentionally left blank

Exempt information as described in paragraph(s) 8 of Schedule 7A of the Local Government (Scotland) Act 1973.

Document is Restricted

This page is intentionally left blank