

Public Document Pack



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

Town House,
ABERDEEN 4 September 2024

FINANCE AND RESOURCES COMMITTEE

The Members of the **FINANCE AND RESOURCES COMMITTEE** are requested to meet in **Committee Room 2 - Town House** on **THURSDAY, 12 SEPTEMBER 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

BUSINESS

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 7 August 2024 (Pages 5 - 18)

COMMITTEE PLANNER

- 6.1. Committee Planner (Pages 19 - 28)

NOTICES OF MOTION

- 7.1. Notice of Motion by Councillor Kuszniir

That the Committee:-

- (1) Notes the resignation of the Rt Hon Humza Yousaf MSP as First Minister of Scotland;
- (2) Considers that as First Minister Humza Yousaf spent little time in Aberdeen beyond attending SNP Conference and never formally met with the Council Co-Leaders; and
- (3) Therefore agrees to instruct the Chief Executive to write to the new First Minister of Scotland:-
 - (i) reconfirming the Council's willingness to work with the devolved administration in delivering projects of benefit to the people of Aberdeen;
 - (ii) outlining the contribution of Aberdeen to Scotland and the UK's economy;
 - (iii) noting the historic underfunding of Aberdeen City Council by Holyrood and calling for remedial action; and
 - (iv) asking them to meet with the Co-Leaders at the earliest opportunity, given the failure of both previous First Ministers to meet the Co-Leaders.

- 7.2. Notice of Motion by Councillor Kuszniir

That the Committee:-

- (1) Notes with concern Stagecoach's announcement on 13 June 2024 of the proposed cancellation of its 22A and 22B bus routes which service Torry and Lochside Academy with the 21A bus route from Cove to Lochside Academy also facing being scrapped;
- (2) Recognises that this follows on from Aberdeen City Council cutting its subsidy of the route for pupils;
- (3) Instructs the Chief Executive to (a) write to Stagecoach's North Scotland Managing Director David Beaton noting the impact on local pupils; and (b) respond to the consultation noting the negative impact on the Torry community; and
- (4) Instructs the Executive Director of Families and Communities to prepare an impact report to be submitted to the Education and Children's Services Committee with proposed actions to ameliorate.

REFERRALS FROM COUNCIL, COMMITTEES AND SUB COMMITTEES

- 8.1. City Centre and Beach Masterplan – Annual Update - CR&E/24/231 - Referred from Council on 21 August 2024 (Pages 29 - 46)
- 8.2. Aberdeen Market - July 2024 Update - F&C/24/207 - Referred from Council on 21 August 2024 (Pages 47 - 58)

BUDGETS

- 9.1. Capital Programme Delivery:Projects Update - CR&E/24/273 (Pages 59 - 110)
- 9.2. Common Good Budget Review - CORS/24/272 (Pages 111 - 122)
- 9.3. Fair Tax Mark - CORS/24/271 - To Follow

SERVICE DELIVERY

- 10.1. Performance Management Framework Report - F&C/24/268 (Pages 123 - 162)

CITY GROWTH AND STRATEGIC PLACE PLANNING

- 11.1. No Reports in this Section

PROPERTY AND ESTATES

- 12.1. Condition & Suitability 3 Year Programme - F&C/24/283 (Pages 163 - 192)

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

WORK PLAN AND BUSINESS CASES

- 13.1. Work Plan and Business Cases - CORS/24/260 (Pages 193 - 204)

There are exempt appendices in the Exempt Appendices Section below.

EXEMPT/CONFIDENTIAL BUSINESS

- 14.1. Operation of a Future Aberdeen eBike Hire Scheme - CR&E/24/275 (Pages 205 - 222)

EXEMPT APPENDICES

- 15.1. Condition & Suitability 3 Year Programme - Exempt Appendices (Pages 223 - 236)
- 15.2. Work Plan and Business Cases - Exempt Appendices (Pages 237 - 282)

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

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

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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, 7 August 2024. Minute of Meeting of the FINANCE AND RESOURCES COMMITTEE. Present:- Councillor McLellan, Convener; Councillor Yuill, Vice-Convener; and Councillors Brooks, Cooke, Farquhar, Greig, Radley (as substitute for Councillor Allard) 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.

URGENT BUSINESS

1. The Convener advised that in terms of Standing Order 12.9, he had accepted an urgent Notice of Motion onto the agenda.

The Committee resolved:-

to note that the urgent Notice of Motion would be considered at agenda item 7.3. (Article 8 of this minute refers)

DETERMINATION OF EXEMPT BUSINESS

2. The Convener proposed that the Committee consider item 14.1 (Disposal of Former Milltimber School – Options Appraisal), item 15.1 (UK Shared Prosperity Fund – Exempt Appendix), item 15.2 (Tall Ships Aberdeen 2025 – Exempt Appendices) and item 15.3 (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 24 (paragraph 9), article 25 (paragraph 6) and articles 26 and 27 (paragraph 8).

DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

3. 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 7.3 (Urgent Notice of Motion by the Convener) by virtue of him being a technical authority in an oil and gas discipline, and a company member of OEUK (Offshore Energy UK), however having applied the objective test, he did not consider that he had an interest and would not be withdrawing from the meeting; and

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- (2) Councillor Radley advised that she had a connection in relation to agenda item 9.2 (UK Shared Prosperity Fund) by virtue of her being a Council appointed member of VisitAberdeenshire however having applied the objective test, she did not consider that she had an interest and would not be withdrawing from the meeting.

MINUTE OF PREVIOUS MEETING OF 8 MAY 2024

4. The Committee had before it the minute of meeting of the Finance and Resources Committee of 8 May 2024.

The Committee resolved:-

to approve the minute.

COMMITTEE PLANNER

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

The Committee resolved:-

- (i) to remove item 9 (School Estate Plan: Sunnybank School Relocation of Additional Services - Outline Business Case), item 13 (Disposal of Former Offices at 1 Queens Gardens) and item 44 (Developer Obligations - Asset Plans) from the planner, for the reasons outlined therein; and
- (ii) to note the reason for deferral in relation to item 12 (Fair Tax Mark).

NOTICE OF MOTION BY COUNCILLOR KUSZNIR

6. The Committee were advised that in terms of Standing Order 12.12, this item would be placed on the agenda for consideration at the next meeting of the Committee.

NOTICE OF MOTION BY COUNCILLOR KUSZNIR

7. The Committee were advised that in terms of Standing Order 12.12, this item would be placed on the agenda for consideration at the next meeting of the Committee.

URGENT NOTICE OF MOTION BY THE CONVENER

8. The Committee had before it an urgent Notice of Motion by the Convener, in the following terms:-
that that Committee -

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UK Government Engagement - GB Energy

- (1) agree that, as the energy capital of Europe, Aberdeen is best placed in Scotland to be home to the UK Government's GB Energy headquarters;
- (2) note the Co-leaders have already written to the Prime Minister, Sir Keir Starmer MP, and the UK Government's new Energy Secretary, Ed Miliband MP, making the case to locate the GB Energy headquarters in Aberdeen;
- (3) instruct the Chief Executive to write to the UK Government's Energy Secretary, Ed Miliband MP, reinforcing that it is the view of Aberdeen City Council that GB Energy should be headquartered in Aberdeen;

UK Government Engagement – Energy Profits Levy Increase

- (4) note the statement from the Chancellor of the Exchequer, Rachel Reeves MP, on 29 July 2024, regarding the increase to the Energy Profits Levy;
- (5) note Aberdeen & Grampian Chamber of Commerce (the Times, 29/07/2024) described the decision of the UK Government to increase the Energy Profits Levy as “reckless, wrong and economically ruinous”;
- (6) note Offshore Energies UK (Energy Voice, 29/07/2024) said the UK Government's announcement to increase the Energy Profits Levy “jeopardises jobs in communities across the UK”;
- (7) acknowledge the UK Labour Party's manifesto commitment to managing the North Sea “in a way that does not jeopardise jobs”; and therefore
- (8) agree with industry experts that the announcement by the UK Labour Government to increase the Energy Profits Levy to a headline tax rate of 78% will have an impact on the economy of Aberdeen and the wider north east Scotland economy, and puts 100,000 jobs at risk, as well as risking a just transition;

Co-Leaders Engagement with Government

- (9) note an Aberdeen City Council Co-leader and the Scottish Government's former First Minister, Humza Yousaf MSP, met on 16 November 2023;
- (10) note Aberdeen City Council's Co-leaders and the UK Government's new Labour Secretary of State for Scotland, Ian Murray MP, met on 23 July 2024, to ensure a positive working relationship between Scotland's third city and the new UK Government;
- (11) agree Co-leaders should write to Scotland's new First Minister, John Swinney MSP, to seek a meeting at the earliest opportunity to ensure a continuation of the good working relationship between Scotland's third city and the Scottish Government; and
- (12) agree Co-leaders should write to the UK Government's new Chancellor, Rachel Reeves MP, and Energy Secretary, Ed Miliband MP, outlining the impact of their plans to hike the Energy Profits Levy and inviting them to a roundtable meeting including, but not limited to, Co-leaders, partners, industry and trade union representatives.

The Committee resolved:-

to adopt the motion.

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COUNCIL FINANCIAL PERFORMANCE - QUARTER 1, 2024/25 - CORS/24/223

9. The Committee had before it a report by the Director of Corporate Services, which provided details of the financial position of the Council as at Quarter 1 (30 June 2024) and the full year forecast position for the financial year 2024/25, including:-

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

The report recommended:-

that the Committee –

- (a) note the cash position that has been achieved for the General Fund and HRA to the end of Quarter 1 as detailed in Appendix 1;
- (b) note the Common Good financial performance to the end of Quarter 1 as detailed in Appendix 3;
- (c) note that the General Fund full year forecast position remains on track to achieve a full year outturn of 'on budget'. Continuing action, as outlined in Appendix 2 will remain in place for the financial year;
- (d) note that the Council maintains financial resilience with the resources available on the Council Balance Sheet, the General Fund Reserves in particular. As at 31 March 2024 the uncommitted value of those reserves was £12m, the minimum that the Council Reserves Statement recommends and as approved by the Council;
- (e) note that the HRA full year forecast position, as detailed in Appendix 2, is forecasting a deficit of £3.1m at this time and continues to face challenging cost pressures as outlined in Appendix 2 and the HRA Budget Report 24/25;
- (f) note that the Council relies on the Integration Joint Board (IJB) achieving a balanced budget, and that the IJB retains reserves to mitigate unplanned additional costs arising during the year, the Chief Officer – Finance has received assurance that the IJB does not expect to require additional funding from the Council for 2024/25; and
- (g) note that the forecast for General Fund Capital budget has been updated to include agreed adjustments and carry forwards from 2023/24. Housing Capital expenditure is currently forecasting on budget for 2024/25.

The Committee resolved:-

to approve the recommendations.

UK SHARED PROSPERITY FUND - CR&E/24/216

10. With reference to article 7 of the minute of the previous meeting of 8 May 2024, the Committee had before it a report by the Director of City Regeneration and Development which sought approval for the proposed allocation of grant funding for the

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Local Business Support priority of the UK Shared Prosperity Fund (UKSPF) and provided an update on all UKSPF projects funded to date.

The report recommended:-

that the Committee –

UKSPF Local Business Support

- (a) note that Committee have previously approved an in-house or procured delivery model for the Local Business Support strand, as outlined in 3.3, and subsequently;
- (b) award up to £137,592 to Aberdeen City Council for delivering the Energy Pilot Project in partnership with SCARF;
- (c) award up to £40,000 to Aberdeen City Council for the Learning Journey Support for SMEs in Tourism, Digital Tech and Food and Drink project;
- (d) award up to £48,740 to Aberdeen City Council for AI Upskilling for SMEs project;
- (e) award up to £55,000 to Aberdeen City Council for the Tall Ships Creative Makers Programme;
- (f) award up to £100,000 to Aberdeen City Council to deliver the Vibrant & Sustainable City Centre Pilot; and
- (g) approve that any underspend 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;

UK Shared Prosperity Fund Update

- (h) note that should the recommendations above be approved the full amount of £7.15m from the UK Shared Prosperity Fund is now fully allocated; and
- (i) note an update on all approved UK Shared Prosperity Fund projects to date.

The Committee resolved:-

to approve the recommendations.

TALL SHIPS ABERDEEN 2025 - CR&E/24/227

11. With reference to article 4 of the minute of meeting of the Urgent Business Committee of 21 October 2022, the Committee had before it a report by the Director of City Regeneration and Environment which provided an update on progress regarding the Tall Ships Races, Aberdeen 2025, which include opportunities and benefits for business and communities, the costs of the Core Contractual Programme, the income generating Commercial Entertainment Programme and a Culture and Education Programme which was mostly subject to external funding.

The report recommended:-

that the Committee –

- (a) note the City-wide opportunities for the Tall Ships Races, Aberdeen 2025, the progress made and the expected economic benefits;
- (b) note that the outline budget included in the Event Proposal agreed at the Urgent Business Committee on 21 October 2022 (COM/22/251, section 4) has been

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- updated to reflect 2024 costs and is referred to as the Core Contractual Programme, and notes the two additional programmes Commercial Entertainment Programme and Culture and Education Programme;
- (c) note the Tall Ships Partners objective to raise income from sponsorships, grants, patron support and commercial activities, including the optional development and implementation of the Commercial Entertainment Programme at the event site;
 - (d) recognise the considerable time and effort already given by volunteers sitting on project working groups, as well as the support of staff from external agencies and organisations which has already contributed to the success of the Festival of the Sea 2024 as part of the wider Tall Ships programme, Appendix E;
 - (e) note the sponsorship packages in Appendix A with which officers, elected members, individuals, community groups and businesses can support fundraising;
 - (f) approve the revised budget for the Tall Ships Races Aberdeen 2025 Core Contractual Programme;
 - (g) approve the budget for the Commercial Entertainment Programme;
 - (h) approve the Culture and Education Programme option to underwrite a high-quality Tall Ships Souvenir Programme from the Extended Programme Option set out in Table 4; and
 - (i) instruct the Chief Officer – City Development and Regeneration to implement other Culture and Education Programme options, subject to direct funding support from individuals, grants and sponsors.

The Committee resolved:-

to approve the recommendations.

PERFORMANCE MANAGEMENT FRAMEWORK REPORT - CORS/24/214

12. The Committee had before it a report by the Director of Corporate Services which provided details of the status of key performance measures and activity indicators relating to those Functions and Clusters within the remit of the Finance and Resources Committee at conclusion of the 2023/24 financial year.

The report recommended:-

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

The Committee resolved:-

to note the performance information contained in the report Appendix.

CLUSTER RISK REGISTERS AND ASSURANCE MAPS - CORS/24/224

13. The Committee had before it a report by the Director of Corporate Services which presented the Cluster Risk Registers and Assurance Maps to provide assurance that risks were being managed effectively within each Cluster.

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The report recommended:-

that the Committee note the Cluster Risk Registers and Assurance Maps set out in Appendices A to N.

the Committee resolved:-

to approve the recommendation.

CONTRIBUTING TO YOUR CARE AND SUPPORT – ADULT SOCIAL CARE (NON-RESIDENTIAL) CHARGING POLICY - ACHSCP/24/220

14. The Committee had before it a report by the Chief Officer – Aberdeen City Health and Social Care Partnership which sought approval of the Contributing to Your Care and Support – Adult Social Care (Non- Residential) Charging Policy.

The report recommended:-

that the Committee approve the Contributing to Your Care and Support – Adult Social Care (Non-Residential) Charging Policy and agree that it should be implemented as of 8 August 2024.

The Committee resolved:-

to approve the recommendation.

CULTURAL INVESTMENT FRAMEWORK - CR&E/24/214

15. With reference to the minute of meeting of the Council of 3 July 2024, the Committee had before it a report by the Director of City Regeneration and Environment which presented the new Culture Investment Framework for approval, replacing the Council's existing grant giving processes for externally delivered cultural activity from 2025 onwards.

The report recommended:-

that the Committee –

- (a) note the process of developing the Culture Investment Framework, including stakeholder engagement and public consultation;
- (b) approve the new Culture Investment Framework, its principles, priorities and criteria;
- (c) note the current levels of funding allocation to external cultural delivery sourced through the Common Good Fund; and
- (d) agree with respect to the Common Good Fund, that future proposals for noncapital creative projects and cultural funding support are directed through the Culture Investment Programme.

The Committee resolved:-

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to approve the recommendations.

HERITAGE AND PLACE PROGRAMME - GOVERNANCE - CR&E/24/208

16. With reference to article 14 of the minute of meeting of 29 March 2023, the Committee had before it a report by the Director of City Regeneration and Environment, which sought approval of the proposed governance structure for the Heritage and Place Programme; the Heritage and Place Programme Area Partnership Board Terms of Reference and approvals process for grants and awards; and the Heritage and Place Programme Area Partnership Advisory Group Terms of Reference.

The report recommended:-

that the Committee –

- (a) note the projected end date of the current Union Street Conservation Area Regeneration Scheme (CARS) project in September 2024 (with final reporting to HES up to one quarter after the project end date) and note the disestablishment of the Conservation Area Regeneration Scheme (CARS) Board at the completion of the project; and
- (b) approve the proposed Heritage and Place Programme Area Partnership Board Terms of Reference and approvals process for grants and awards (as detailed in Appendix 1), the Heritage and Place Programme Area Partnership Advisory Group Terms of Reference (as detailed in Appendix 2), and the Heritage and Place Programme governance structure (as detailed in Appendix 3), and instruct the Chief Officer – Strategic Place Planning to submit the Heritage and Place Programme governance structure and Terms of Reference as part of the second round (Delivery Phase) applications to Historic Environment Scotland (HES) and the National Lottery Heritage Fund (NLHF) in February 2025.

The Committee resolved:-

to approve the recommendations.

DEVELOPMENT PLAN SCHEME 2024 - CR&E/24/213

17. The Committee had before it a report by the Director of City Regeneration and Environment which sought approval of the first annual update to the Development Plan Scheme for the Aberdeen Local Development Plan 2028.

The report recommended:-

that the Committee approve the content of the Development Plan Scheme 2024 (Appendix 1) and instruct the Chief Officer – Strategic Place Planning to, subject to any minor drafting changes, publish it in accordance with relevant legislation.

The Committee resolved:-

to approve the recommendation.

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VISITOR LEVY - CR&E/24/225

18. The Committee had before it a report by the Director of City Regeneration and Environment which provided an overview of the recently passed Visitor Levy Bill that allowed Local Authorities in Scotland to charge a fee or tax on overnight stays, described the various activities that Aberdeen City Council would have to carry out to introduce a visitor levy and outlined the costs and benefits of doing so.

The report recommended:-

that the Committee –

- (a) note the Visitor Levy Bill has become law as the Visitor Levy (Scotland) Act 2024 having received Royal Assent on 5 July 2024;
- (b) note the various stages including the outline proposal, consultation, and public report that local authorities are required to engage in prior to a decision on whether to proceed;
- (c) note the absolute earliest a VL scheme can come into effect is Spring 2026, with a proposed timeline that Aberdeen could introduce a visitor levy in paragraph 3.9 (of the report);
- (d) note the estimated costs and revenues of implementing a Visitor Levy scheme in Aberdeen and the benefits for both city residents and tourists; and
- (e) instruct the Chief Officer - City Development and Regeneration to develop the Visitor Levy scheme proposal with key stakeholders and report back to Finance and Resource Committee in Autumn 2024 with plans for wider consultation.

The Committee resolved:-

to approve the recommendations.

ABERDEEN CITY COUNCIL HISTORIC BUILDING DOWNTAKING POLICY - CR&E/24/210

19. The Committee had before it a report by the Director of City Regeneration and Environment which sought approval of the “Aberdeen City Council Historic Building Downtaking Policy” as a new Aberdeen City Council policy.

The report recommended:-

that the Committee –

- (a) approve “Aberdeen City Council Historic Building Downtaking Policy” as a new Aberdeen City Council policy; and
- (b) note that responsibility for the approval of the sale of any historic building downtakings above the value of £10,000 would be with the Finance and Resources Committee.

The Committee resolved:-

to approve the recommendations.

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QUEEN STREET UPDATE - CR&E/24/217

20. With reference to article 3 of the minute of meeting of the Council of 11 September 2023, the Committee had before it a report by the Director of City Regeneration and Environment which provided a progress update on the City Centre Masterplan's Queen Street project.

The report recommended:-

that the Committee –

- (a) note the progress made to advance the design concept for an urban park, as part of the wider City Centre Masterplan Queen Street project;
- (b) instruct the Chief Officer – Capital to develop the detailed and technical design for the Urban Park and, following consultation with the Chief Officer – Commercial & Procurement Services, to proceed with the negotiation and execution of contracts for delivery of the construction programme in line with the previously approved total project budget as detailed in paragraph 4.1, reporting progress through the Chief Officer – Capital's regular capital programme monitoring reports; and
- (c) note progress regarding the internal strip-out programme elsewhere on the Queen Street site, and instruct the Chief Officer– Capital to fully scope and cost the demolition of the former Police headquarters, reporting progress through the Chief Officer – Capital's regular capital programme monitoring reports.

The Committee resolved:-

to approve the recommendations.

CASTLEGATE PUBLIC REALM UPDATE - CR&E/24/219

21. With reference to article 3 of the minute of the meeting of the Council of 8 February 2024, the Committee had before it a report by the Director of City Regeneration and Environment which provided an update on the programme for redeveloping the public realm in the Castlegate.

The report recommended:-

that the Committee instruct the Chief Officer - Capital to develop the detailed and technical design for the Castlegate element of the City Centre Masterplan Streetscape programme and, following consultation with the Chief Officer – Commercial & Procurement Services, proceed with the negotiation and execution of contracts for delivery of the construction programme in line with the previously approved total project budget as detailed in paragraph 4.1, reporting progress through the Chief Officer – Capital's regular capital programme monitoring reports.

The Committee resolved:-

to approve the recommendation.

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SITE 16 LANG STRACHT - INSTRUCTION TO DISPOSE - F&C/24/222

22. With reference to article 21 of the minute of meeting of the City Growth and Resources Committee of 21 June 2022, the Committee had before it a report by the Director of Families and Communities which sought approval to start a process to dispose of Common Good land property at Lang Stracht and upon its completion, to seek instruction to advertise the Site for sale.

The report recommended:-

that the Committee –

- (a) instruct the Chief Officer - Corporate Landlord to undertake the consultation process as required under the terms of the Community Empowerment (Scotland) Act 2015 for this Common Good site; and
- (b) instruct the Chief Officer - Corporate Landlord on completion of the above, providing he considers it to be appropriate in the circumstances, to advertise the property seeking offers to purchase or enter into a long lease and to report the outcome of the process to a future meeting of the Finance and Resources Committee.

The Committee resolved:-

to approve the recommendations.

WORK PLAN AND BUSINESS CASES - CORS/24/218

23. The Committee had before it a report by the Director of Corporate Services which presented procurement work plans where expenditure was included for the City Regeneration & Environment and Families and Communities Functions to Committee for review and sought approval of the total estimated expenditure for the proposed contracts as contained in the Procurement Business Cases appended to the report.

The Procurement Business Cases were for the following:-

- Temporary Homeless Accommodation;
- Firework Display Services;
- ELC Funded Provider Extension;
- Residential and Aftercare - Clifton Road;
- Residential Care – Linksfield;
- Denis Law Mural;
- NEC Licences; and
- Skip Hire Extension.

The report recommended:-

that the Committee –

- (a) review the workplan as detailed in the Appendices for the City Regeneration & Environment and Families and Communities Functions;

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- (b) approve the procurement business cases, including the total estimated expenditure for the proposed contract; and
- (c) note the content of Appendix 3 – 3.10 Memo Approvals and Appendix 4 – Technical Exemption Approvals.

The Committee resolved:-

to approve the recommendations.

In accordance with the decision taken at Article 2 of this minute, the following items were considered with the press and public excluded.

DISPOSAL OF THE FORMER MILLTIMBER SCHOOL - OPTIONS APPRAISAL - F&C/24/221

24. With reference to article 4 of the minute of meeting of the Capital Programme Committee of 1 December 2021, the Committee had before it a report by the Director of City Regeneration and Environment which provided details of the options appraisal instructed for the former Milltimber Primary School site on Monearn Gardens and sought instruction to progress the disposal of the site.

The report recommended:-

that the Committee instruct the Chief Officer – Corporate Landlord to advertise the property for residential use seeking offers to purchase, and report the outcome of the process to a future meeting of the Finance and Resources Committee.

The Committee resolved:-

to approve the recommendation.

UK SHARED PROSPERITY FUND - EXEMPT APPENDIX

25. The Committee had before it for consideration an exempt appendix relating to the UK Shared Prosperity Fund report. (Article 10 of this minute refers)

The Committee resolved:-

to note the information contained within the exempt appendix.

TALL SHIPS ABERDEEN 2025 - EXEMPT APPENDICES

26. The Committee had before it for consideration, exempt appendices relating to the Tall Ships Aberdeen 2025 report. (Article 11 of this minute refers)

The Committee resolved:-

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to note the information contained within the exempt appendices.

WORK PLAN AND BUSINESS CASES - EXEMPT APPENDICES

27. The Committee had before it for consideration, exempt appendices relating to the Work Plan and Business Cases report. (Article 23 of this minute refers)

The Committee resolved:-

to note the information contained within the exempt appendices.

- **COUNCILLOR ALEX MCLELLAN, Convener**

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	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			12 September 2024						
4	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		
5	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	Details included in report referred from Council on 21/8/24 and also included within Capital Programme Delivery:Projects Update report, attached to the agenda for the meeting.	Craig Innes	Commercial and Procurement	Corporate Services	1.1		
6	District Heating – Network Expansion / Waste Heat Utilisation (City Centre Link)	The Committee on 13/9/23 agreed to instruct the Head of Commercial and Procurement to explore external funding sources to support the capital delivery of this project and to report the outcomes of recommendations 2.1 and 2.2 to this Committee during Q3 2024		Barry Davidson	Commercial and Procurement	Corporate Services	1.1.5	D	The report is delayed due to the complexity of the transmission pipeline route and the need for engagement with key external stakeholders. It is anticipated that the report will now be submitted in Spring 2025 (Likely March meeting)
7	Condition & Suitability 3 Year Programme (Annual Report)	This report seeks approval of an updated 3-year Condition and Suitability (C&S) Programme.		Andrew Jones	Corporate Landlord	Families and Communities	1.1.5, 1.1.8 4.1		
8	Performance Management Framework Report	To present Committee with the status of key cluster performance measures and activity indicators		Alex Paterson	Data Insights	Corporate Services	2.1.3		
9	Fleet Replacement Programme (Annual Report)	To present the current position of the programme for Fleet Vehicles and Assets		John Weir/Derek Jamieson	Operations	City Regeneration and Environment	1.1.6	D	This report is delayed to the next cycle to include EV Infrastructure and Carbon Net Zero developments within this report.

	A	B	C	D	E	F	G	H	I
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2									
14	Fair Tax Mark	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.	The Committee on 7/8/24 were advised that Work had been undertaken to establish if a Fair Tax Mark could be introduced within Council Tender processes. Unfortunately this had not been concluded to meet this Committee cycle but a full detailed report would be presented from Commercial & Procurement Services to this Committee on 12th Septmeber 2024	Michele Pittendreigh	Commercial and Procurement	Corporate Services	1.1.5 1.1.7		
15	Operation of a Future Aberdeen eBike Hire Scheme	To seek approval from the Finance & Resources Committee to progress a procurement exercise based upon the recommended option, noting that the Net Zero, Environment and Transport Committee would consider a report beforehand relating to the options available to operate a future eBike hire scheme in Aberdeen.		Donald Kinnear	Strategic Place Planning	City Regeneration and Environment	1.1.5 2.1.1		
16	City Centre and Beach Masterplan - Annual Update	At its meeting of 23 August 2023, the Council instructed the Chief Officer - Strategic Place Planning to keep the Masterplan report under review, and to provide another progress report to Full Council after 12 months.	Referred from Council on 21/8/24.	Claire McArthur	Strategic Place Planning	City Regeneration & Environment	1.1		
17	Aberdeen Market - Project Update	At its meeting of 11 September 2023, the Council instructed the Chief Officer - Corporate Landlord to report to the July 2024 Council meeting with an update on the capital project.	Referred from Council on 21/8/24.	Stephen Booth	Corporate Landlord	Families and Communities	1.1		
18			05 November 2024						
19	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		
20	Council Financial Performance - Quarter 2, 2024/25	to present the Council Financial Performance - Quartely report to Committee for consideration.		Lesley Fullerton	Finance	Corporate Services	1.1		

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2									
21	Commercial Property Auctions Annual Report (Annual Report)	The Committee on 22/11/23 agreed to instruct the Chief Officer - Corporate Landlord to put an annual report to Committee advising which subjects were put forward to auction and the outcome of this action.		Cate Armstong	Corporate Landlord	Families and Communities	4.1 4.4		
22	Annual Committee Effectiveness Report	The purpose of this report is to present the annual report of the Finance and Resources Committee to enable Members to provide comment on the data contained within (Reporting Period is 15 October 2023 to 15 October 2024)		Mark Masson	Governance	Corporate Services	GD 8.5		
23	Denis Law Trail	The F&R Committee on 5/7/23 agreed:- (1) to instruct the Chief Officer – City Growth to develop a business case for Phase 2 delivery of the murals, including identifying external funding opportunities, and report back to Finance and Resources Committee 22 November 2023; and (2) to instruct the Chief Officer – City Growth to obtain the necessary agreements from the Denis Law Legacy Trust as noted at 5.1 of the report before proceeding to spend public money on this project to include confirmation that appropriate intellectual property rights/licences for design of the trail and images licence have been agreed for phase 2 delivery of the murals, and including identifying external funding opportunities, and report back to the Finance and Resources Committee on 22 November 2023.		Jim Johnstone	City Development and Regeneration	City Regeneration and Environment	1.1.4	R	Following approval of the Denis Law Legacy Mural business case at the meeting of Finance and Resources, a report on the Denis Law Trail is no longer required. The project is now fully funded, and work is underway or in the process of being commissioned to be completed for the 2024/25 financial year. A service update will be provided by the end of 2024 to confirm the project remains on track for completion.
24	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		
25	Grant Review	The F&R Committee on 8/5/24 agreed to 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. To agree for the avoidance of doubt, that the UK Shared Prosperity Fund would be contained within the full review, within the context of the three tiered approach	A scope has been agreed and a cross service working group has been established - the report is on track to be presented to November Committee. (Update provided on 7/8/24)	Laura Paterson	City Development and Regeneration	City Regeneration and Environment	1.1.11 2.1.6		

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2									
26	Visitor Levy Scheme	The Committee on 7/8/24 agreed to instruct the Chief Officer - City Development and Regeneration to develop the Visitor Levy scheme proposal with key stakeholders and report back to Finance and Resource Committee in Autumn 2024 with plans for wider consultation.		Jamie Coventry	City Development and Regeneration	City Regeneration and Environment	1.1.9 2.1.2 3.2 3.4		
27	Transfer of Officer via TUPE to Aberdeen City Council Staff	Transfer of Officer via TUPE to Aberdeen City Council Staff		Mark Jones	Education and Lifelong Learning	Families and Communities	1.1		
28			12 February 2025						
29	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		
30	Performance Management Framework Report	To present Committee with the status of key cluster performance measures and activity indicators		Alex Paterson	Data Insights	Corporate Services	2.1.3		
31			26 March 2025						
32	Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.	It may be the case that there are no Business Cases to consider and the report is withdrawn	Mel Mackenzie	Commercial and Procurement	Corporate Services	1.1.5 1.1.6		
33	Christmas Village Feedback Report (Annual Report)	The Committee on 13/3/24 agreed to 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.	Due around March 2025	Matthew Williams	City Development and Regeneration	City Regeneration and Environment	2.1 3.2		
34	Performance Management Framework Report	To present Committee with the status of key cluster performance measures and activity indicators		Alex Paterson	Data Insights	Corporate Services	2.1.3		
35			07 May 2025						
36	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		

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37			06 August 2025						
38	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		
39	South College Street Phase 2 - Outline Business Case	The Net Zero, Environment and Transport Committee on 27/3/24 agreed to instruct the Chief Officer – Strategic Place Planning to seek external funding to allow the continued development of the option agreed in (ii), including the development of an Outline Business Case, and report the Outline Business Case to the Finance and Resources Committee once completed	Report due around Mid 2025	Ken Neil	Strategic Place Planning	City Regeneration and Environment			
40	Development Plan Scheme 2025 (Annual Report)	To seek approval of the Development Plan Scheme (DPS). The Planning (Scotland) Act 2019 (the Act) requires all Councils to prepare a Development Plan Scheme annually.	Due in August 2025	Abigail Burrows	Strategic Place Planning	City Regeneration and Environment	3.3		
41	Performance Management Framework Report	To present Committee with the status of key cluster performance measures and activity indicators		Alex Paterson	Data Insights	Corporate Services	2.1.3		
42			29 October 2025						
43	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		
44	Condition & Suitability 3 Year Programme (Annual Report)	This report seeks approval of an updated 3-year Condition and Suitability (C&S) Programme.		Andrew Jones	Corporate Landlord	Families and Communities	1.1.5, 1.1.8 4.1		
45	Fleet Replacement Programme (Annual Report)	To present the current position of the programme for Fleet Vehicles and Assets		John Weir/Derek Jamieson	Operations	City Regeneration and Environment	1.1.6		
46	Performance Management Framework Report	To present Committee with the status of key cluster performance measures and activity indicators		Alex Paterson	Data Insights	Corporate Services	2.1.3		

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47			TBC						
48	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		
49	Outline Business Case: Northfield Primary Schools Excess Capacity	To seek approval of an outline business case for reducing the number of primary schools in the Northfield ASG, as detailed in the School Estate Plan	The ECS Committee on 20/02/24 agreed to instruct the Chief Officer – Corporate Landlord to carry out further work to identify potential future options for improving and consolidating primary school provision in the Northfield ASG, alongside the planned review of the long term future of Northfield Academy, and to include an update on progress within the annual update to the School Estate Plan in September 2024. An update will therefore be provided to the F&R Committee in September 2024, on the likely timescale for reporting an outline business case (if required), on any proposed changes to the Northfield primary schools."	Andrew Jones	Corporate Landlord	Families and Communities	1.1.4		

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53	School Estate Plan: Grandhome / Oldmachar / Bridge of Don Secondary School Provision - Outline Business Case	To seek approval of an outline business case for future secondary school provision for Grandhome, Oldmachar and Bridge of Don, as detailed in the School Estate Plan	The ECS Committee on 20/02/24 agreed a revised programme for implementing projects within the School Estate Plan. The revised programme includes an updated timescale for the submission of the outline business case for secondary school provision at Grandhome / Oldmachar / Bridge of Don, which is now expected to be submitted to the Finance and Resources Committee for approval in early 2025.	Andrew Jones	Corporate Landlord	Families and Communities	1.1.4		
54	Ferryhill School Suitability Improvements: Full Business Case	The F&R Committee on 8/5/24 agreed to instruct the Chief Officer - Corporate Landlord to report back to the Committee with a full business case, within the next 12 months	Report expected by May 2025	Andrew Jones	Corporate Landlord	Families and Communities	1.1.4		
55	St Machar Grounds Improvements: Full Business Case	The F&R Committee on 8/5/24 agreed to instruct the Chief Officer - Corporate Landlord to report back to the Committee with a full business case, within the next 12 months.	Report expected by May 2025	Andrew Jones	Corporate Landlord	Families and Communities	1.1.4		
56	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.	The Committee on 8/5/24 noted that Transport Scotland had provided their initial proposal report which had been reviewed by officers. A number of queries had been raised with Transport Scotland and a formal response to these was required. As these have a financial impact to the final settlement it would be prudent to delay until these were clarified. Updated on 26/8/24 - We have received the updated settlement proposal following our initial review and queries. Officers are cross checking that with an aim to conclude the review in September.	Neale Burrows	Operations	City Regeneration and Environment	1.1.18 1.1.19		
57	Harlaw Academy Suitability Improvements: Outline Business Case	The Committee on 8/5/24 agreed to instruct the Chief Officer - Corporate Landlord to report back to the Committee with a full business case within the next 12 months.	Report expected by May 2025	Andrew Jones	Corporate Landlord	Families and Communities	1.1.4		
58	Site 16 Lang Stracht	The Committee on 7/8/24 agreed to instruct the Chief Officer - Corporate Landlord on completion of the above, providing he considers it to be appropriate in the circumstances, to advertise the property seeking offers to purchase or enter into a long lease and to report the outcome of the process to a future meeting of the Finance and Resources Committee.		Cate Armstrong	Corporate Landlord	Families and Communities	4.1 4.4		

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2									
	Former Milltimber School	The Committee on 7/8/24 agreed to Instruct the Chief Officer – Corporate Landlord to advertise the property for residential use seeking offers to purchase, and report the outcome of the process to a future meeting of the Finance and Resources Committee.		Cate Armstrong	Corporate Landlord	Families and Communities	4.1 4.4		
59									
60									

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	21 August 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	City Centre and Beach Masterplan – Annual Update
REPORT NUMBER	CR&E/24/231
EXECUTIVE DIRECTOR	Gale Beattie
CHIEF OFFICER	David Dunne
REPORT AUTHOR	Claire McArthur
TERMS OF REFERENCE	21

1. PURPOSE OF REPORT

- 1.1 This report provides Members with an annual update on the City Centre and Beach Masterplan.

2. RECOMMENDATIONS

That Council:

- 2.1 Note the progress made to advance a wide range of projects contained within the City Centre and Beach Masterplan (Appendix 1).
- 2.2 Agree that Officers report future activity and updates on projects through the Council's Capital Planning process through the Finance & Resources Committee.
- 2.3 Note, in relation to city centre mobility and accessibility, the roundtable meeting hosted by the Co-Leaders with key stakeholders in July 2024, and instruct the Chief Officer – Strategic Place Planning to arrange for a programme of similar roundtable meetings with key stakeholders, in addition to the ongoing regular Masterplan engagement and consultation programme.
- 2.4 Agree the need for continued understanding of perceptions, insights, attitudes and experiences on City Centre Masterplan objectives, particularly around mobility and accessibility, and instruct the Chief Officer – Strategic Place Planning to use Bus Lane Enforcement surplus (capped at £20,000) to set up a professionally facilitated bi-annual focus group to collect data on opinions and personal experiences on this topic.
- 2.5 In relation to the Beach, and in line with the Budget decisions taken by Council in March 2024, note the update provided in paragraphs 3.5 - 3.6 and agree that the Chief Officer – Strategic Place Planning pause the preparation of a

Development Framework for the Beach Phase 2 area, until such a time as additional resources can be identified through future Budget setting processes.

3. CURRENT SITUATION

3.1 Aberdeen City Council at its meeting in August 2022 agreed the Aberdeen City Centre and Beach Masterplan 2022 . The Masterplan included a review of the City Centre Masterplan 2015 following the dramatic changes to the city brought about by the Covid-19 public health emergency, alongside changes to other social, environmental and economic macro factors since the 2015 plan was prepared. The 2022 City Centre and Beach Masterplan was developed to serve the following purposes:

- An investment tool that showcases the city;
- A live programme that can be flexible in responding to current and future trends/needs;
- A communications tool to enable understanding; and
- A reference document to identify priorities, next steps and monitor progress.

3.2 Council at its meeting in August 2023 received an update on the projects contained within the Masterplan, and noted the activity to be undertaken during 2023/24. The Chief Officer – Strategic Place Planning was subsequently instructed to keep the Masterplan report under review and to provide a further progress report to Council after 12 months. This report to Council has been prepared on this basis. Moving forward it is noted that separate instructions have been given to Officers from Council to monitor Masterplan projects through the Capital Planning process, with progress reported to the Finance and Resources Committee. Updates will also be shared on the Generation Aberdeen website – www.generationaberdeen.co.uk

Progress Report 2024

3.3 Over the past year considerable progress has been made on a number of projects within the City Centre and Beach Masterplan.

3.4 Appendix 1 provides a summary of the key Masterplan projects being taken forward by the Council and includes a “Current Status” and “Looking Ahead” section for each project. Highlights from the last 12 months include:

- Construction of Union Street Central streetscape improvements commenced in Spring 2024 and is due to complete late Summer 2025.
- Enabling works for the new Aberdeen Market are currently underway.
- An updated Business Case for streetscape improvements on Union Street East, Union Street West, the West End and the Castlegate was approved by Council in December 2023.
- Continued progress on the Queen Street site, with plans for an Urban Park moving forward to detailed and technical design.
- Ongoing work on delivering the Union Street Empty Shops Action Plan with key stakeholders

- Construction of new Beach Park currently underway, along with other enabling works for wider Beach Phase A works.

Beach Phase 2

- 3.5 At the August 2022 Council meeting, Members noted a revised Beach Masterplan boundary to include the Footdee Conservation Area and the area north to the River Don. Results of an initial public consultation to determine how people currently use these additional areas (described as Beach Phase 2), and to identify what people consider to be their positive and negative features, was reported back to Council's August 2023 meeting. Council subsequently instructed the Chief Officer – Strategic Place Planning to prepare a Development Framework for Beach Phase 2 based on this initial investigatory exercise.
- 3.6 Officers have since scoped the resources required to undertake this Development Framework exercise and consider that, due to the limited resource available in-house to undertake this exercise and the focus of current attention on Beach Phase 1 and the City Centre Streetscape Projects, it is recommended that preparation of the Beach Phase 2 Development Framework be paused until such time as an identified resource, and associated budget, can be identified.

Monitoring

- 3.7 Monitoring progress requires an understanding of the baseline conditions and what the key objectives are that the Council wants to achieve. A set of SMART (Specific Measurable Achievable Relevant Timely) Objectives with metrics and owners was therefore included as Appendix 1 to the City Centre and Beach Masterplan 2022. In the August 2023 update report to Council, Officers reported that it was too early to comment on any established trends due to data availability. Early indications based on quantitative data show positive improvements in occupancy figures on Union Street, coupled with reductions in air pollution levels and improvements in public transport reliability. Concern from a number of city centre businesses however remains in relation to footfall figures and the perceived impact of changes to the transport network on visitors to the city centre. Officers will continue to monitor progress against the SMART Objectives as delivery of the Masterplan continues.
- 3.8 As noted in recommendations 2.3 and 2.4, Officers recommend that additional qualitative monitoring is also undertaken as progress on the Masterplan continues, and that a series of stakeholder roundtables and focus groups, particularly around mobility and accessibility, be set up on this basis. It is recommended that the Bus Lane Enforcement surplus be used to fund this additional monitoring. This would be capped initially at £20,000, which Officers estimate would be sufficient to fund approximately 2 years of activity.

4. FINANCIAL IMPLICATIONS

- 4.1 The original funding commitment made by the Council Budget meeting on 10 March 2021 was for £150m from the General Fund Capital Programme over financial years 2021/22 to 2025/26 (rolling forward to 2026/27 as per the current Capital Programme) to ensure the Council transforms the City Centre and the Beach area. This £150m funding commitment was used as match funding to secure the £20m from the UK Government's Levelling Up Fund in 2021.

5. LEGAL IMPLICATIONS

- 5.1 The City Centre and Beach Masterplan informs the consideration of planning applications, but each application will be decided on a case-by-case basis by the Planning Authority.
- 5.2 As project proposals from the Masterplan report progress, they will be examined and managed within the professional scope of property / conveyancing industry accepted standards, ensuring all due diligence exercises and pre-contract enquiries are complete and satisfactory.
- 5.3 Any work that is recommended to a property not owned by the Council will require effective dialogue and the owner's consent before it can commence. Other local authority consents, such as planning permission and listed building consent, may also be required for works to buildings.
- 5.4 All changes to vehicular movement on the road network are subject to statutory processes.
- 5.5 The Bus Lane Contraventions (Charges, Adjudication and Enforcement) (Scotland) Regulations 2011 require that any sums paid to a local authority by way of charges under these Regulations must only be used to facilitate the achievement of policies in that authority's Local Transport Strategy.

6. ENVIRONMENTAL IMPLICATIONS

- 6.1. The City Centre and Beach Masterplan has been screened through the Strategic Environmental Assessment (SEA) process and the consultation authorities have confirmed that no Environmental Report specific to this overarching Masterplan is required. Individual plans, programmes and strategies falling out of the Masterplan will be considered individually, as will any requirements for project-specific Habitat Regulations Appraisals (HRAs).

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	Not delivering City Centre and Beach Masterplan projects	Full programme of works developed, with funding approvals in place at key stages	L	Yes
Compliance	Traffic Management challenges	Manage through ongoing engagement programme and statutory processes	M	Yes
Operational	Sufficient capacity of resources within Council teams to meet programme objectives	Forward planning through City Centre and Beach project delivery programme	M	Yes
Financial	Budget pressures due to current market volatility	Robust budgets established. Independent monitoring process established. Regular reports to Committee through the Capital Planning process.	M	Yes
Reputational	Continued debate without decision, ongoing uncertainty over city centre and beach future	Agree and implement projects, supported by clear communications and a well articulated vision.	M	Yes

Environment / Climate	Air quality improvements. Active and sustainable transport improvements. Local material supply.	Incorporated into project proposals.	M	Yes
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8. OUTCOMES

<u>COUNCIL DELIVERY PLAN</u>	
	Impact of Report
Aberdeen City Council Policy Statement	Supports the delivery of Economy Policy Statement 4 – Increase city centre footfall through delivery of the City Centre Masterplan. 1. – Continue to maximise community benefit from major developments.
<u>Aberdeen City Local Outcome Improvement Plan</u>	
Prosperous Economy Stretch Outcomes	Supports Outcome 1 - 10% increase in employment across priority and volume growth sectors by 2026.
Prosperous People Stretch Outcomes	Supports Outcome 7 - Child Friendly City which supports all children to prosper and engage actively with their communities by 2026.
Prosperous Place Stretch Outcomes	Supports Outcome 14 - Addressing climate change by reducing Aberdeen's carbon emissions by 42.5% by 2026 and adapting to the impacts of our changing climate Supports Outcome 15 38% of people walking and 5% of people cycling as main mode of travel by 2026.
Regional and City Strategies	<p>The report supports the priorities in the Regional Economic Strategy (RES) investment in infrastructure, regenerating our city centre, unlock development potential, improve the deployment of low carbon transport, to enable Aberdeen to realise development opportunities in the City Centre Masterplan.</p> <p>The report supports the National, Regional and Local Transport Strategies, particularly the Sustainable Travel Hierarchy, which prioritises the needs of those walking, wheeling and cycling above other road users, and the 4 pillars identified in the recent</p>

	<p>Regional Transport Strategy, Nestrans 2040: Equality, Climate, Prosperity and Wellbeing.</p> <p>It also supports the Aberdeen Active Travel Plan and Sustainable Urban Mobility Plan, both of which seek to improve conditions for people walking and cycling in Aberdeen, particularly to, from and within the City Centre, through the provision of more and safer infrastructure.</p> <p>Measures to reduce unnecessary vehicle traffic in the City Centre will support the Air Quality Action Plan, Climate Change Plan, Net Zero Action Plan and Low Emission Zone by contributing to emissions reduction.</p>
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9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	No assessment required. I confirm this has been discussed and agreed with David Dunne, Chief Officer – Strategic Place Planning on 26 July 2024.
Data Protection Impact Assessment	If the bi-annual focus groups recommended at 2.4 are approved than a Data Protection Impact Assessment will be completed.
Other	Strategic Environmental Assessment Screening undertaken with consultation authorities.

10. BACKGROUND PAPERS

- Report to Full Council, 23 August 2023
<https://committees.aberdeencity.gov.uk/documents/s148032/230823%20CCBMP%20Annual%20Update%20-%20FINAL%20Report.pdf>
- Decisions of Full Council, 23 August 2023
<https://committees.aberdeencity.gov.uk/documents/g8662/Decisions%2023rd-Aug-2023%2010.30%20Council.pdf?T=2>
- Report to Adjourned Meeting of Full Council, 25 August 2022
<https://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=122&MId=8436>

- Decisions of Adjourned Meeting of Full Council, 25 August 2022
<https://committees.aberdeencity.gov.uk/documents/g8436/Decisions%2025th-Aug-2022%2014.00%20Council.pdf?T=2>
- City Centre & Beach Masterplan
<https://committees.aberdeencity.gov.uk/documents/s135130/CCMP%20-%20Appendix%202%20-%20City%20Centre%20Beach%20Masterplan%202022.pdf>

11. APPENDICES

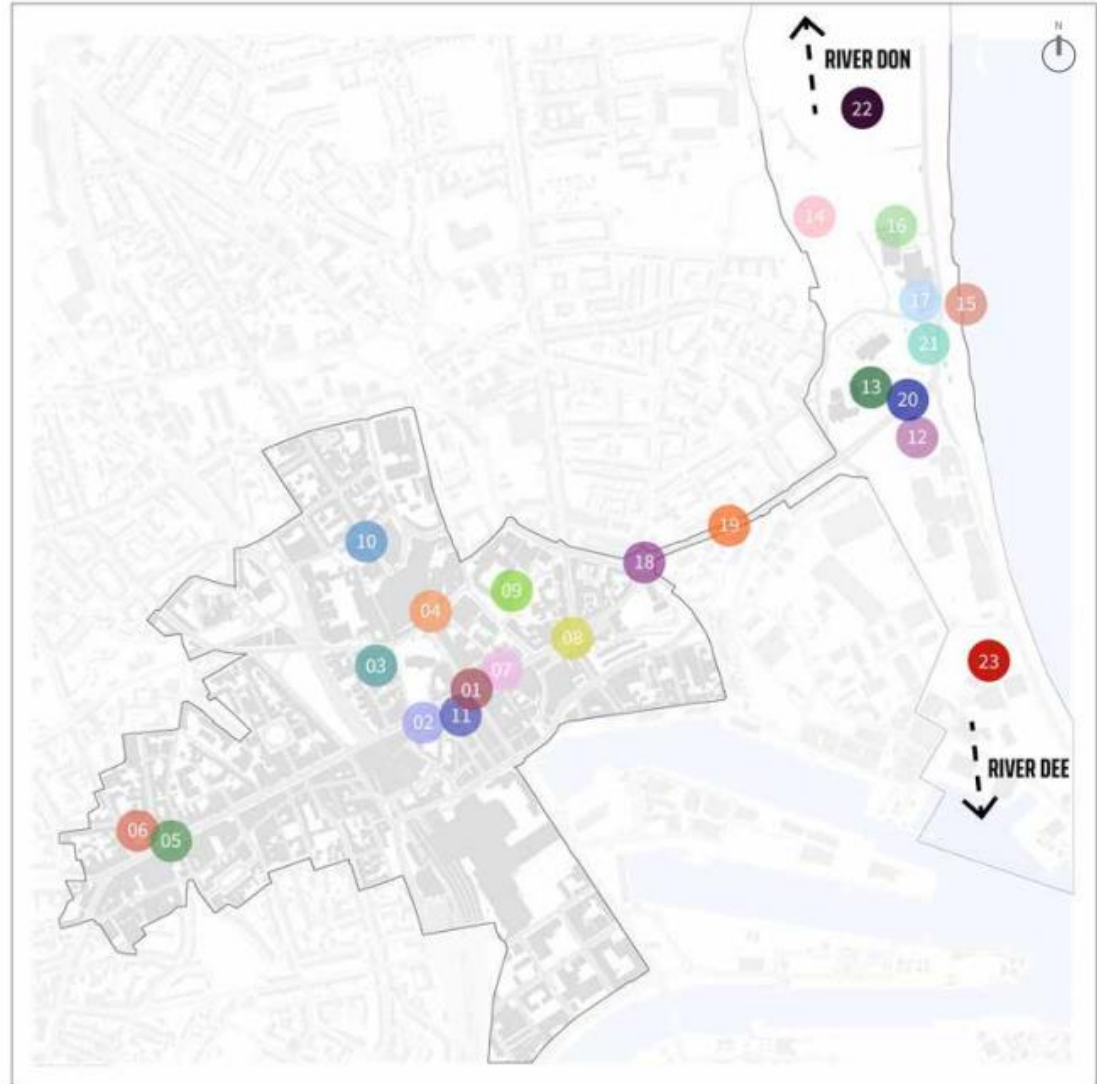
Appendix 1 – City Centre and Beach Masterplan Projects: 2024 Update

12. REPORT AUTHOR CONTACT DETAILS

Name	Claire McArthur
Title	Policy & Strategy Manager - Strategic Place Planning
Email	cmcarthur@aberdeencity.gov.uk

Appendix 1 – City Centre and Beach Masterplan Projects: 2024 Update

- 01 UNION STREET CENTRAL
- 02 MARKET STREETScape
- 03 BELMONT QUARTER
- 04 SCHOOLHILL + UPPERKIRKGATE
- 05 UNION STREET WEST
- 06 WEST END
- 07 UNION STREET EAST
- 08 CASTLEGATE
- 09 QUEEN STREET
- 10 GEORGE STREET
- 11 ABERDEEN MARKET
- 12 BEACH PARK
- 13 EVENTS PARK
- 14 BROADHILL
- 15 RECONFIGURED BEACH LANDSCAPING
- 16 NEW LEISURE / POTENTIAL STADIUM
- 17 BEACH BALLROOM
- 18 JUSTICE STREET ROUNDABOUT
- 19 BEACH BOULEVARD
- 20 PEDESTRIAN SPINE
- 21 BEACH BALLROOM PLAZA
- 22 BEACH PHASE 2 (NORTH) - FUTURE PHASE
- 23 BEACH PHASE 2 (SOUTH) - FUTURE PHASE



KEY PROJECT LOCATIONS

Masterplan Project	2023 Status	2024 Status	Looking Ahead	Capital Programme Commitment
Union Street Central Public Realm	In December 2022 Aberdeen City Council agreed a Full Business Case and instructed that this project progress to technical design and construction. In July 2023 the Council agreed that a segregated cycle lane be included.	Construction commenced on streetscape improvements in Spring 2024. During the works access will continue to all shops and businesses for pedestrians, as well as access for delivery drivers and emergency services.	Streetscape improvements will be delivered in 3 phases working from east to west, concluding in late summer 2025.	£18.9M
Aberdeen Market	Application submitted to amend planning permission originally approved in May 2022 (Application Reference 211517/DPP) following discussions with preferred operator. Site clear for redevelopment.	Updated planning permission granted November 2023 (Application Reference 230704/DPP). Ten enabling works packages currently on site, along with works by Scottish Water to improve city centre infrastructure. These works will continue until the end of 2024.	Approximate 24 month construction period from September 2024. All legal agreements anticipated being concluded during August / September 2024.	£38.6M
Aberdeen Market to Guild Street Public Realm	In December 2022 Aberdeen City Council agreed a Full Business	Updated Business Case approved by Council in December 2023.	Technical design to commence as Union Street Central nears completion.	Subject to future Council Budget

Masterplan Project	2023 Status	2024 Status	Looking Ahead	Capital Programme Commitment
	Case for Phase 1 and instructed that this initial phase of the project progress to technical design and construction.	Project on hold pending completion of Union Street Central and Market.		Meeting considerations.
Belmont Quarter	Over the past 6 months design options workshops have been held with Belmont Street Area businesses to ensure designs are operationally fit for purpose and also to review options for vehicle movement in the area which businesses have raised as an issue.	Proposals for traffic management measures currently being prepared for implementation in Little Belmont Street to manage existing restrictions.	Proposals will be taken back to stakeholders for review prior to moving towards implementation.	£100,000
Schoolhill & Upperkirkgate	In December 2022 Aberdeen City Council agreed a Full Business Case and instructed that this project	On hold pending completion of Union Street Central.	Capital programme to commence 2026/27 (as agreed at Council Budget meeting in March 2024)	£14M

Masterplan Project	2023 Status	2024 Status	Looking Ahead	Capital Programme Commitment
	progress to technical design and construction.			
Union Street West	In December 2022 Aberdeen City Council agreed a Full Business Case and instructed that options for physically segregated cycle provision along this stretch of Union Street be developed. Further design work and key stakeholder consultation on these options currently ongoing.	Updated Business Case approved by Council in December 2023. Detailed design includes segregated cycle provision.	No action at present – progress will be subject to future Council Budget Meeting considerations.	Subject to future Council Budget Meeting considerations.
West End	In December 2022 Aberdeen City Council agreed a Full Business Case and instructed that options for physically segregated cycle provision in this area be developed. It will be important to link	Updated Business Case approved by Council in December 2023.	No action at present – progress will be subject to future Council Budget Meeting considerations.	Subject to future Council Budget Meeting considerations.

Masterplan Project	2023 Status	2024 Status	Looking Ahead	Capital Programme Commitment
	proposals for this area to Union Street West, and work around this is currently ongoing.			
George Street	Draft George Street Mini Masterplan approved for public consultation by Council in December 2022. Public consultation and stakeholder engagement undertaken in early 2023.	George Street Masterplan approved by Council in November 2023.	No action at present – progress will be subject to future Council Budget Meeting considerations.	Subject to future Council Budget Meeting considerations.
Queen Street	A Strategic Business Case for the Queen Street project was approved by Aberdeen City Council in December 2022. A short list of future options for the site was identified as part of this report.	Strategic Business Case reported to Council in September 2023. Instruction to develop an Urban Park and investigate potential future options for brownfield site. Progress on internal strip-out programme continues.	Report on Urban Park Phase 1 (outline design and delivery) reported to Finance and Resources Committee in August 2024. Approval given to develop the detailed and technical design for the Urban Park and proceed with the negotiation and execution of contracts for delivery of the construction programme.	£16.8M

Masterplan Project	2023 Status	2024 Status	Looking Ahead	Capital Programme Commitment
Union Street East	In December 2022 Aberdeen City Council agreed a Full Business Case and instructed that options for physically segregated cycle provision along this stretch of Union Street be developed. Further design work and key stakeholder consultation on these options currently ongoing.	Updated business case approved at Council in December 2023. Detailed design includes segregated cycle provision.	No action at present – progress will be subject to future Council Budget Meeting considerations.	Subject to future Council Budget Meeting considerations.
Castlegate	In December 2022 Aberdeen City Council agreed a Full Business Case and instructed that options for physically segregated cycle provision in this area be developed. It will be important to link proposals for this area to Union Street East and connectivity to the Beach as part of the	Updated business case approved at Council in December 2023. Detailed design includes segregated cycle provision.	Report of detailed design and delivery programme will be reported to Finance and Resources Committee in August 2024.	£15.5M

Masterplan Project	2023 Status	2024 Status	Looking Ahead	Capital Programme Commitment
	Beach Connectivity Project.			
Union Street Properties	<p>Consultation with owners as part of the Union Street Façade Works project has been undertaken over the last 12 months.</p> <p>An action plan of interventions to target empty shops on Union Street was also approved by Council in December 2022, with a £500,000 grant scheme aimed at reconfiguring vacant ground floor units launched in July 2023.</p>	<p>Progress on the Empty Shops Action Plan reported to Finance & Resources Committee in March 2024. Interventions under programme areas 'Distinctive Aberdeen', 'Culture and Heritage', 'Net Zero Union Street', 'Enterprising Union Street' and 'Enabling Delivery' are ongoing. City centre partners and stakeholders convene regularly to plan complementing activity supporting the objectives.</p>	<p>Priority actions over the next 12 months include securing additional resource to support the Action Plan and exploring funding to enable pop-up/meanwhile use activity on Union Street. Officer will also support a pipeline of enquiries and potential new tenants for upcoming vacancies on the street.</p>	£1M
Beach Public Realm – Phase A Projects	<p>A Development Framework for Phase 1 of the Beachfront area was approved by Aberdeen City Council in May 2023, informed</p>	<p>Existing play park equipment moved to Seaton to allow construction of new Beach Park, which is currently underway.</p>	<p>Utility work due to be completed Q3 2024. Phase A works include Broadhill, Events Park, Beach Park.</p>	£61.8M

Masterplan Project	2023 Status	2024 Status	Looking Ahead	Capital Programme Commitment
	<p>by both public and stakeholder consultation.</p> <p>Initial concept design work has been undertaken in parallel with the Development Framework exercise.</p>	Works to divert key utilities also currently underway.	Construction on target to be completed Q4 2025 / Q1 2026.	
Beach Public Realm – Phase B Projects	<p>Initial concept design work has been undertaken in parallel with the Development Framework exercise. Transport appraisal work to inform an Outline Business Case for the Commerce Street / Beach Boulevard roundabout junction was approved by Council in May 2023.</p>	These works are being reprofiled following the Council Budget meeting in March 2024 to link in with proposed works on Castlegate.	No action at present – progress will be subject to future Council Budget Meeting considerations.	Subject to future Council Budget Meeting considerations.
Beach Public Realm – Phase C Projects	Initial concept design work has been undertaken in parallel with the Development	Outline Business Case for Shoreline Regeneration approved by Council in December 2023.	No action at present – progress will be subject to future Council Budget Meeting considerations.	Subject to future Council Budget Meeting considerations.

Masterplan Project	2023 Status	2024 Status	Looking Ahead	Capital Programme Commitment
	<p>Framework exercise. A Strategic Outline Case was approved by Aberdeen City Council in May 2023. This Phase represents the last element of Phase 1 and so further work on agreeing project outcomes and spatial requirements is still to be undertaken.</p>			
Proposed Stadium and Leisure	<p>Outline Business Case for integrated stadium and leisure development reported to Council in December 2022.</p>	<p>Demolition of former Beach leisure centre underway. Complexities arising from the connectivity of buildings and the existing Energy Centre have been addressed to ensure no disruption to the Ice Arena Facilities. Discussions with Aberdeen Football Club are continuing.</p>	<p>Demolition of former Beach Leisure centre expected to complete Q1 2025.</p>	<p>Subject to future Council Budget Meeting considerations.</p>
Beach Ballroom	<p>Initial concept design work has been undertaken in parallel</p>	<p>Ongoing feasibility work underway to assess technical considerations</p>	<p>No action at present – progress will be subject to</p>	<p>Subject to future Council Budget</p>

Masterplan Project	2023 Status	2024 Status	Looking Ahead	Capital Programme Commitment
	with the Development Framework exercise.	relating to facilities management.	future Council Budget Meeting considerations.	Meeting considerations.
Beach Phase 2 North	In August 2022 Aberdeen City Council agreed to extend the Beach Masterplan area north, to the River Don, and south, to the River Dee. Initial consultation on these areas was undertaken in May / June 2023.	Initial public consultation on these areas was undertaken in May / June 2023, with the results reported back to Council in August 2023.	A future Phase 2 Development Framework exercise to be prepared and reported back to Council once resources allow. Progress will be subject to future Council Budget Meeting considerations.	Subject to future Council Budget Meeting considerations.
Beach Phase 2 South	In August 2022 Aberdeen City Council agreed to extend the Beach Masterplan area north, to the River Don, and south, to the River Dee. Initial consultation on these areas was undertaken in May / June 2023.	Initial public consultation on these areas was undertaken in May / June 2023, with the results reported back to Council in August 2023.	A future Phase 2 Development Framework exercise to be prepared and reported back to Council once resources allow. Progress will be subject to future Council Budget Meeting considerations.	Subject to future Council Budget Meeting considerations.

ABERDEEN CITY COUNCIL

COMMITTEE	Council
DATE	3 rd July 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Aberdeen Market - July 2024 Update
REPORT NUMBER	F&C/24/207
DIRECTOR	Families and Communities
CHIEF OFFICER	Corporate Landlord
REPORT AUTHOR	Stephen Booth
TERMS OF REFERENCE	21

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to provide an update on the progress with the re-development of the site as 91 – 93 Union Street and 3 – 6 Market Street.

2. RECOMMENDATION

That the Council:

- 2.1 Note this report and the updated risk section in relation to progress with the Project.

3. CURRENT SITUATION

- 3.1 Previous Council Instruction.

At its meeting of 14 December 2022, ([RES22/290](#)) the Council noted the business case for Aberdeen Market and instructed the Director of Resources following consultation with the Chief Officer - Corporate Landlord to proceed with the negotiation and execution of contracts for delivery and report progress back to Council on a six-monthly basis. This report provides an update on the project.

3.2 Operator Selection

- 3.2.1 A preferred Operator, The McGinty Group, is in place and negotiations have progressed to develop an Agreement for Lease, which is now substantially agreed between all parties.

The Operator has engaged a local marketing agent to develop naming and branding proposals for the development and a public announcement is expected in the very near future.

- 3.2.2 Engagement with the project team has continued, with the layout arrangement progressed to better reflect the operational requirements. The internal look and feel concept proposals are now at an advanced stage and are being tested against benchmarked costs to ensure alignment with the project budget in advance of developing the detailed design.
- 3.2.3 An abbreviated operating proposal from the operator is enclosed as Appendix A to follow.

3.3 Planning and Design Development

- 3.3.1 Through consultation with the preferred Operator a revised Planning Application was submitted in June 2023 as previously reported. This application was referred to the Planning Development Management Committee and was approved in November 2023 ([Link to Planning Application](#)).
- 3.3.2 Applications to Building Control have also been approved, with warrant in place for the Fire Strategy, Demolition Works,
- 3.3.3 Through the ongoing engagement with the preferred Operator, some elements of the layout have evolved to reflect their operational arrangements and require minor amendments to current approvals. A Non-Material Variation has been submitted to the Planning Officer having been discussed fully in advance. Minor amendments are also required to the warrant approvals, and these are being progressed following discussions with Council insurers, Zurich.
- 3.3.4 The design solution for 91-93 Union Street was subject to further investigation works, which has now been carried out and has revealed that the existing concrete frame has been bonded directly to the adjoining masonry walls. This arrangement provides a direct link for transfer of noise and vibration to the neighbouring occupied buildings and significantly increases the Health and Safety implications of carrying out structural alteration works. An amended design has been developed that minimises the structural alterations required but maintains the glazed façade principles as previously approved by Planning. The revised design has been included in the Non-Material Variation recently submitted to the Planning Officer.
- 3.3.5 A condition of the current planning consent is to develop the design of the fritted glass to the main Market building and to the Union Street façade. This is now being progressed following a tender process to select a suitable design and artist.

3.4 Demolition and Site Works

- 3.4.1 The demolition of the old Market building and associated structures has now been investigated and necessary survey works carried out to ensure accurate information is used for the design and construction of the new development.

- 3.4.2 The pre-construction programme has been developed and subsequently updated with all design team input, with the revised details now finalised and tender packages prepared for issue to the market to ensure best value is being realised.
- 3.4.3 A preferred Tier 1 Contractor is in place as we push towards commercial close, with the aim of having a DBDA in place and full construction start on site during September 2024. The constrained nature of working on this city centre site has required careful planning as there is very little room available for deliveries, storage, and safe working, with no access available directly from Union Street or Market Street and very limited working area in both Hadden Street and East Green. The Contractor has engaged with their supply chain to develop a construction programme which relies on specific elements of the build commencing at the Market Street end of the site and working towards The Green before the next element of the build can commence, with completion of the main building planned for December 2026.
- 3.4.3 The details of the internal fit-out including the kitchen equipment, retail units, bar, lighting and audio & visual are being finalised with the Operator and these elements will be installed after the main building structure is sufficiently complete. These works are expected to take X weeks to complete, with the overall development ready for handover to the Operator in XXX 2027.
- 3.4.5 The Tier 1 Contractor has already engaged with the supply chain and has tendered specific elements of work including mechanical & electrical, steelwork, roofing and external fabric. The preferred suppliers identified through this process have been working with the design team to ensure interfaces and fabrication proposals are fully understood, which helps to reduce design updates after suppliers are formally engaged.

3.5 Enabling Works

- 3.5.1 The team are continuing to consider opportunity for enabling works packages, with hoarding installation, partial concrete slab removal, fill material removal and further survey works already completed.
- 3.5.2 As part of their traffic management and site establishment, the contractor proposed a phased approach that involves re-aligning sections of hoarding as the works progress. The new hoarding has been installed to the perimeter of the market site, and this will be re-aligned to suit road closures and the roads occupation permits once approved. These proposals have all been discussed and agreed in advance, with confirmation awaited from the Roads Authority before final arrangements are put in place. Some of the hoarding is currently being use for the NUART project with longer terms plan being developed to include the possibility of selling advertising space on the site.
- 3.5.3 Rainwater attenuation is required at the development and a buried storage tank will be installed as part of the main construction works. To facilitate this, a section of the existing 1.2m thick concrete slab has already been cut and removed.

- 3.5.4 As a safety measure from the original demolition works, material was retained on site and formed a temporary embankment to the retaining walls at Market Street and Hadden Street. This material has now been removed from site and further investigation work has been carried out to inform the structural design elements for the new building and to confirm the waterproofing proposals. Some further remedial works to the concrete slab have been identified and this will be carried out in the coming weeks.
- 3.5.5 The structural alteration works to 91-93 Union Street will commence as enabling works in advance of the main construction, with scaffolding being erected on Union Street and concrete alterations / repair works progressing in advance of the main construction works. These works have already been tendered, but updated proposals are being finalised with the preferred specialist contractor.
- 3.5.6 Scottish Water has indicated future plans to improve the sewerage network in the area, which if progressed is likely to require linking from East Green through to Hadden Street / Stirling Street. To avoid any future need to come through the market site, officers have progressed discussions with Scottish Water and agreements are in place to install a plastic pipe below the concrete slab utilising the section that is already open for the attenuation tank.

3.6 **District Heating**

- 3.6.1 As previously confirmed, the new development will be supplied from the district heating system with the infrastructure extension being carried out by Aberdeen Heating & Power. The details are being finalised, with consideration being given to longer term proposals associated with the Energy from Waste scheme.

3.7 **Programme**

Enabling Works	on-site
Financial close and cost certainty	August 24 (TBC)
Main Contract	(TBC)
Fit-out works	(TBC)

- 3.8 The legal section of the report highlights some risks which may in turn have a financial and time impact on the project.

4. **FINANCIAL IMPLICATIONS**

- 4.1 The project remains within the capital spend parameters identified in the business case for the site. Revenue income also remains within parameters of the original operator offers albeit as previously reported a number of income areas are turnover related.
- 4.2 Financial profiling will be further developed during design development and reported as part of the capital plan.

4.3. The project is part funded through levelling up funding although the monies allocated to the market project equate to costs in site purchasing and clearance.

5. LEGAL IMPLICATIONS

5.1 Detailed Heads of Terms have been agreed and Solicitors are now progressing the formal lease. Contract documentation will follow the normal agreed Hub style and is well progressed.

5.2 In order to practically deliver the project there is a requirement to have safe construction access to the site for the transport of debris and building materials. This requires the removal of an outdoor seating area currently located on the public road through the Green without Roads Authority consent. This process is being worked through although is subject to legal challenge which will likely have time and cost implications for the project.

5.3 External advice is being obtained to ensure that all legal implications are thoroughly addressed and mitigated.

6. ENVIRONMENTAL IMPLICATIONS

6.1 The project has been designed to reduce lifecycle costs and meet current environmental standards and the Scottish Government's Heat in Buildings strategy.

6.2 As noted the building will be connected to the District Heat network and as such the project will require to have the exiting network extended from Broad Street to the site. This is consistent with the wider strategic aims of the network. Whilst this will mean that the site is in theory 'gas' powered the opportunity exists to have the network de-carbonised in future years.

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	Risk of non-delivery and limited impact on city centre	Experienced delivery team and operator identified.	L	Yes
Compliance	n/a	n/a		Yes

Operational	Site development and operational health and safety compliance.	Risks transferred to operator/ developer.	L	Yes
Financial	Increased construction costs. Operator failure. Risk in being unable to gain access to site over the green.	Experienced design team appointed with early contractor engagement. A suite of KPIs is being developed with the operator to track performance and success of venue. Council will have step in rights based on commercial performance. There will be a programme a cost risk if access is delayed. This is being mitigated by taking legal advice and identifying solutions.	M M H	No
Reputational	Project not delivered or further extensions to programme.	Non-delivery of project or extended delivery period would have reputational damage to the council both with citizens and funding partners. The high-level design is now frozen to give certainty on design delivery	H	No
Environment / Climate	Enhanced carbon footprint of estates.	Designed developed to be energy efficient.	L	Yes

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN 2023-2024</u>	
Impact of Report	
Aberdeen City Council Policy Statement <u>Working in Partnership for Aberdeen</u>	
<u>Aberdeen City Local Outcome Improvement Plan 2016-26</u>	
Prosperous Economy Stretch Outcomes	Outcome 1: No one will suffer due to poverty by 2026: The project, through its business activities and economic initiatives, can create job opportunities and stimulate economic growth in Aberdeen. By generating employment and income opportunities for the local population, it can help uplift individuals and families out of poverty.
Prosperous People Stretch Outcomes	
Prosperous Place Stretch Outcomes	The development has been identified as a key site within the city centre masterplan in creating a 'destination' and redeveloping a key site on Union Street but also by increasing connectivity between Union Street, The Green and the station beyond.
Regional and City Strategies	

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	Not required
Data Protection Impact Assessment	Not required
Other	Not required

10. BACKGROUND PAPERS

None

11. APPENDICES

11.1 Operator Statement

12. REPORT AUTHOR CONTACT DETAILS

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Tel	

ABERDEEN MARKET DEVELOPMENT

OPERATOR OVERVIEW UPDATE

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THE MCGINTY'S GROUP

JUNE 2024

OPERATOR UPDATE

1.0 Design Development Overview

The Hub NE & HFM and NRS architects have worked on further developing the plans for the building. Internal designs includes eleven food units on The Green level alongside a bar, a stage with projector screen and proposed flexible bench seating. Upper floor (Union St. level) is fully accessible via escalator and two lifts. The Union St. level includes six flexible units available for market vendors, flexible seating transferable into pop-in artisan market stalls and a bar with balcony seating overlooking The Green.

Following construction changes, the design of Union St. entrance remain subject of design development consultations between The Hub NE, HFM & NRS. The Green plaza also continues to be developed in conversation with ACC planners. The outdoor space is to offer vast amount of flexibility from regular farmer markets to screenings of major cultural and sport events.

OPERATOR UPDATE

2.0 Interior 'Look & feel'

Nicoll Russell Studios architects have developed a first draft of interior 'look and feel' design which is being reviewed and used as a guidance in order to source potential materials for the interior development. This process is alligned with appointment of branding agency (see page 4, 3.1) and ACC appointed artist for building cladding design. Some examples of initial 'look and feel' can be seen below.



3.0 Name & Branding

In association with Aberdeen Journals, The McGinty's Group encouraged public to come up with suggestions for the name for the new development. Following consultation period, almost 300 suggested names were presented to four local branding specialist agencies. Out of the four agencies, three entered the tender process pitching their proposed branding for the new market.

3.1 Agency appointment

Following the pitching process, local marketing agency **Mearns & Gill** was appointed to deliver overall branding for the development including name, brand development and its inclusion into the 'look and feel' of the market (as mentioned in 2.1). Approved by ACC, the overall branding image of the market is to be released in due course in line with overall communications plan for the project.

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	12 September 2024
EXEMPT	None
CONFIDENTIAL	No
REPORT TITLE	Capital Programme Delivery: Projects Update
REPORT NUMBER	CR&E/24/273
DIRECTOR	Gale Beattie
CHIEF OFFICER	John Wilson
REPORT AUTHOR	John Wilson
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

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

2. RECOMMENDATION(S)

That the Committee :-

- 2.1 Note the status of delivery of the Section 3.0 highlighted programmes/projects contained within the approved Capital Programmes:
- 2.2 Note that this report aligns with the Council Budget report COM/24/061 as reported on 6 March 2024 to Council, and the Q1 update report to Finance & Resources committee on 7 August 2024 (CORS/24/223);
- 2.3 Instruct the Chief Officer – Finance to vire the necessary monies from the General Fund Capital Programme as shown in Appendix B; and
- 2.4 Note that, following the virement as indicated in Appendix B, the General Fund Capital Programme budget spend has not increased.

3. CURRENT SITUATION

Background

- 3.1 At the Finance & Resources Committee meeting held on Wednesday 1 February 2023 a new reporting content/style was submitted to inform key project updates within the approved General Fund and Housing Capital Programme. This report continues with that format and reports progress since then in terms of, but not limited to, contract/construction issues, timeline delivery and financial viability.
- 3.2 In late 2023, following discussion with the Convener of the Finance and Resources Committee it was agreed that it would be appropriate for the timing and management of the delivery of the new housing developments (under construction) to be reported to the Communities, Housing and Public Protection Committee. This is with the understanding that any contractual/financial issues would continue to be reported to this committee.

Tillydrone Primary School (New Riverbank Primary School)

- 3.3 The Principal Contractor has made good progress on site. As reported previously, the works have been affected by the weather. A Service variation to reduce the Early Learning Childcare provision from 100 to 60 places has also impacted the contract completion date. Taking the above into account the anticipated completion date is now late Winter 24/25.
- 3.4 The Contractor is endeavouring to mitigate the delays with Officers closely monitoring progress.

Bucksburn Temporary Accommodation

- 3.5 As noted previously this new accommodation is now in operation.
- 3.6 As reported previously the contracting parties are progressing with determining the final account.

B999 Shielhill Road Junction

- 3.7 The project is progressing as planned. The collation of land ownership information is still on-going. Once this task is complete and land ownership has been verified the programme for delivery will be revised and updated. It is worth noting that at the Council meeting held on 21 August the Council approved to make a Compulsory Purchase Order to facilitate land assembly. At the same committee an updated programme for project delivery was provided as shown below;

MILESTONES	INDICATIVE TIMELINE
Completion of Detailed Design and Preparation	Sept-24

Compulsory Purchase Order Confirmation & General Vesting Declaration	Jul-25
Commence Procurement	Sep-25
Contract Award	Oct-25
Full Opening	Aug-26
Project Close	Aug-28

Energy from Waste (EfW) Construction

- 3.8 The facility formally entered its Services phase in December 2023 and is operating satisfactorily. Following the successful achievement of the required actions in relation to construction and commissioning the Acceptance Certificate was issued on 12 December 2023. This triggered the transition from the Works/Commissioning Phase to the Services Phase.
- 3.9 There continue to be ongoing snagging matters to be dealt with which are expected to continue until the end of the year, however these are in the main minor matters.
- 3.10 The Contractor has sought adjudications to consider several contractual matters and these remain live. These are in the form of claims for both time and money. The council continues to defend its position whilst being open to seek resolution of matters outwith the adjudication/arbitration mechanisms. As claims are submitted, they are being considered in accordance with the contract between the parties and as such additional expenditure is being and will be incurred in protecting the Councils' position. At this stage these costs can continue to be accommodated within the approved project budget.
- 3.11 The Operations Cluster now lead and resolve any operational issues. Members should note that the Capital Cluster is still involved and will lead with concluding any construction contract related matters.

New Mortuary at Aberdeen Royal Infirmary (ARI)

- 3.12 As previously highlighted the Contractor has intimated that he is expecting to complete the works later than first planned. This is primarily driven by late completion of the ground floor slab and inclement weather impacting on roofing works.
- 3.13 The works are progressing in line with the last monthly programme update. The parties will continue to monitor progress to see where any improvements can be made with the delivery date.

- 3.14 This intimated delay will impact on the coordination of the closure of the existing Council mortuary facility at Queen Street. This will be monitored and co-ordinated in line with the updated programme.
- 3.15 The project is planned to be complete early 2025. The operating agreement between Partners is currently being drafted.

Tillydrone Cruyff Court

- 3.16 The site is now fully operational. A successful official opening event was held on 13 May 2024 with the local community actively involved.

Bridge of Don Household Waste Recycling Centre (HWRC)

- 3.17 The tender was returned and reviewed against the approved budget. The tender report was subsequently approved, and the letter of acceptance issued to the successful bidder.
- 3.18 The Project commenced on the 5 August 2024 with a completion date in Spring 2025.

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

- 3.19 The works to repair and conserve the external fabric of this grade A listed, early 17th Century building include renewing the old lead on the existing spire, the repair/conservation of stonework of the external walls and parapets and associated works. Work to replace the lead to the spire is sequential i.e. strip lead - replace wallhead stone - repair spire timbers - fit new lead.
- 3.20 This is one of the largest projects within the 'Condition and Suitability' Programme of projects. Works commenced on 30 June 2023 with a contract period of 60 weeks, with completion now scheduled for late 2024.
- 3.21 Works are progressing with, repointing, carving of replacement stone, structural timber replacement and replacement of leadwork all ongoing. However, as the works have progressed it became apparent that the condition of the stone and structural timbers were worse than anticipated, this has led to additional works being required, this has delayed the completion with the additional cost also likely to be incurred.
- 3.22 Officers continue to closely monitor the works.

Union Street Central Streetscaping

- 3.23 The vision for Streetscaping is one of long-term substantive, beneficial improvement that places the City Centre on a path to regenerate shopping experiences, increase footfall and attract visitors to the city, while creating new employment opportunities.

- 3.24 The Union Street Central Streetscaping project shall look to assist Aberdeen City Council achieve the vision and SMART Objectives for the City Centre Masterplan presented to Full Council in August 2023.
- 3.25 The Union Street Central streetscape project shall provide enhanced public realm from Union Terrace to Market Street. The proposals will see the space within the existing streetscape reappropriated in favour of walking, wheeling, and riding users, and public transport whilst still allowing for service vehicle access.
- 3.26 Where possible, carriageways have been reduced in width to 7.3m as to allow footways to be widened. The proposed reappropriation of space within the street allows for the introduction of a new two-way 3m wide cycle track on the north side, public seating at key locations, and will offer welcoming amenity to all and opportunities for rest for the less able whilst encouraging a wide range of visitors to the city centre.
- 3.27 Financial Close was achieved on Tuesday 20 August 2024.

Bairns' Hoose

- 3.28 The project will create a Bairns' Hoose within the Links Hub building on Regent Walk. The current vacant wing of the building will be transformed to provide accommodation for staff providing services to children, young people and their families for Aberdeen and the wider region. The scope will deliver a Bairns' Hoose as per the Scottish Government commitment to provide a service as per:

“All children in Scotland who have been victims or witnesses to abuse or violence, as well as children under the age of criminal responsibility whose behaviour has caused significant harm/abuse will have access to trauma-informed recovery, support and justice.”

The building will provide:

- Interview facilities
- Health and medical assessment facilities with futureproofing which could allow scope for forensic health assessments incorporated later if required.
- Therapeutic recovery spaces
- Remote link to Court facilities

Flexible facilities to allow integrated and collaborative multi-agency working with children and their families who have experienced trauma.

- 3.29 The tender process is on-going with an anticipated commencement on site in late Autumn/early Winter with a completion targeted for late Spring/early Summer 2025.

Ferryhill School Suitability Improvements

3.30 This project aims to address critical suitability issues that have reached a point of necessitating immediate action. We recognise that the existing facilities are no longer suitable for the growing number of pupils using them and are negatively impacting the school's operations.

This includes:

- A new dining facility to accommodate the growing roll, pressures will also increase as the Free School Meals Expansion programme is implemented.
- A new nursery to improvement direct access to external play areas to promote child development.
- External improvements to increase the usable outdoor space, improving supervision and improving safety.
- New PE facilities to replace the existing spaces that do not conform to current guidance standards
- Improving the existing teaching block to improve accessibility and its suitability as an education space.

3.31 Design development is progressing and following a design review the Royal Institute of British Architects (RIBA) Stage 2 proposals have been signed off. The Design Team are now progressing towards submitting a planning application with a view to start work on the Nursery in early 2025.

In addition, we are working with a contractor to carry out early enabling works in advance of the main contract to reduce disruption to the school and remove risks from the construction programme.

3.32 It is proposed that monies are vired as shown in Appendix B.

Harlaw Academy Extension

3.33 This project aims to address critical suitability issues that have reached a point of necessitating immediate action.

This Includes:

- A new dining facility; The dining hall is located on the first floor, and due to fire regulations, the capacity is capped at 60 at a single sitting
- Addition PE space onsite
- A building with improved flexibility and better use of space across the whole site
- The suitability of the building changing from grade D (not fit for purpose) to at least grade B (satisfactory)

3.34 Design development is progressing, and the Design Team are working towards completing the RIBA Stage 2 design in Autumn 2024.

In addition, we are working with a contractor to carry out early enabling works in advance of the main contract to reduce disruption to the school and remove risks from the construction programme.

St Machar External Improvements

- 3.35 This project aims to address critical suitability issues that have reached a point of necessitating immediate action.

This Includes:

- A new covered outside dining facility with food pod servery that can 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.

- 3.36 Design development is progressing, and the Design Team are working towards completing the RIBA Stage 2 design in Autumn 2024.

In addition, we are working with a contractor to carry out early enabling works in advance of the main contract to reduce disruption to the school and remove risks from the construction programme.

Harlaw Pavilion

- 3.37 This project aims to address critical suitability issues that have reached a point of necessitating immediate action.

This Includes:

- Improving the delivery of the PE curriculum. This is posing challenges as the school timetable is based around Physical Education (PE) as most of it is delivered off site. This means that double periods for offsite PE is a necessity to allow travel time to and from the pitch at Groats Road, Hazlehead.
- Re-purposing Harlaw Pavillion will allow the Harlaw Road Playing Fields to be used as the main outdoor PE provision for Harlaw Academy.

- 3.38 The Design is progressing, and the Design Team are working towards completing the RIBA Stage 2 design in Winter 2024.

In addition, we are working with a contractor to carry out early enabling works in advance of the main contract to reduce disruption to the school and remove risks from the construction programme.

Bucksburn Academy Extension

- 3.39 This project aims to address critical suitability issues that have reached a point of necessitating immediate action.

This Includes:

- The need to increase the school capacity by 300 pupils based on the future pupils forecast.

Initial discussions have concluded with NYOP, and officers are now progressing a legal agreement with them, to enable a design team to be appointed.

Members should note that through the above dialogue a number of issues have emerged which raises the risk profile in regard to delivery timeline exception.

These issues are under consideration and include, but not limited to;

- Variations required to the current NYOP contract,
- Implications for the historical financial model,
- Legal fees and timelines associated with the above,
- Ownership and insurance of the new extensions and
- Maintenance of the new extensions

- 3.40 Mitigation to resolve these issues are being considered with the Corporate Landlord.

Bucksburn Swimming Pool

- 3.41 Following decision at Council on 14 December 2023 to undertake the recommissioning of the pool, including any improvements to the building and net zero upgrades to reduce energy costs, an external design team have been appointed to deliver the project.

- 3.42 A detailed appraisal of the building has been carried out by the design team along with specialists to develop a recommended scope of works. Based on this scope, the indicative costs provided to date indicate additional monies are required to deliver the project.

- 3.43 It is proposed that monies are vired as shown in Appendix B.

Inchgarth Community Centre Extension

- 3.44 An extension is proposed to respond to the increase in demand for services and activities at Inchgarth Community Centre. The Council was successful in securing £1.9m from the Regeneration Capital Grant Fund (RCGF) in June 2023.
- 3.45 At the end of concept design stage RIBA Stage 2, the indicative costs provided to date indicate additional monies will be required to fully deliver the project.
- 3.46 It is proposed that monies are vired as shown in Appendix B.
- 3.47 The expectation is construction works would commence in Spring 2025 and Practical Completion would be achieved in Spring 2026.

4. FINANCIAL IMPLICATIONS

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

when setting the various capital programme/project budgets, which were approved at Council on 6 March 2024.

4.7 As shown in Appendix B, some re-profiling has been proposed to meet current expenditure demands and budget forecasts for a small number of projects.

4.8 With reference to paragraphs 4.4 - 4.6 above, in the coming weeks the Chief Officer – Capital will be considering re-profiling demands across the full capital programme to ensure a balanced budget is delivered.

5. LEGAL IMPLICATIONS

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

6. ENVIRONMENTAL IMPLICATIONS

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

7. RISK

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Strategic Risk	Failure to manage Council finance and resources could lead to failure to achieve strategic objectives.	Regular financial reporting and monitoring activities, to incorporate financial resilience to address financial pressures arising in year is maintained and monitored.	M	Yes
Compliance	Failure to be able to comply with project requirements	Increase site visits and monitoring of the construction works. If required, review alternative options as soon as possible.	L	Yes

Operational	Balancing the pressures of finite resources both internal and external to the Council	Regular engagement between relevant Clusters within the Council along with ongoing engagement with Framework hosts, Suppliers, Procurement & Services re alternative products or delivery methods.	M	Yes
Financial	Escalation of costs Differing market conditions depending on commodity/service	Development of suitable price mechanisms.	M	Yes
		Use of Business Intelligence to predict market changes/trends.	M	Yes
		Price Increase Request Process.	M	Yes
		Market engagement/use of business intelligence to assist in predicting market changes and trends.	M	Yes
Reputational	Programmes/projects being delayed or stopped	As above.	M	Yes
Environment / Climate	Failure to consider sustainable options due to costs.	Ensure all contracts consider environmental considerations, and early market engagement is conducted to seek market intelligence.	M	Yes

8. OUTCOMES

<u>COUNCIL DELIVERY PLAN 2024-2025</u>	
	Impact of Report

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

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	For the purpose of this report which is an update on the overall Capital Programme and delivery of key projects within it, it is confirmed by Chief Officer John Wilson that no Integrated Impact Assessment is required.
Data Protection Impact Assessment	Not required
Other	Not required

10. BACKGROUND PAPERS

- 10.1 Finance and Resources Committee 1 February 2023: Capital Programme Delivery : Projects Update : report no RES/23/043.
- 10.2 Finance and Resources Committee 22 November 2023: Capital Programme Delivery : Projects Update : report no RES/23/363.
- 10.3 Finance and Resources Committee 15 March 2024: Capital Programme Delivery : Projects Update : report no RES/24/070.

11. APPENDICES

11.1 Appendix A – Supporting Project Annex Information

11.2 Appendix B – Project Budget Re-Profiling

12. REPORT AUTHOR CONTACT DETAILS

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Appendix A – Supporting Project Annex Information

Countesswells Primary School

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

1. Update since last report provided in March 2024.

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

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

The Defects Liability Period for this project concluded on 1 March 2024. The residual defects were made then good, and the Final Certificate issued on 21 May 2024.

3. Spend to end of Q1 2024/25;

Gross Budget	Spend to Date
£20.5m	£20.49m

Greyhope School & Community Hub

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

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

1. Update since last report provided in March 2024.

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

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

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

3. Spend to end of Q1 2024/25.

Gross Budget	Spend to Date
*£28.1m	£28.8m

*Refer to Appendix B regarding the virement of monies.

New Riverbank Primary School Project Update

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

1. Update since last report provided in March 2024.

The superstructure erection was completed in April 2024 allowing works to progress on the external fabric and internally. External works have also been progressed especially towards the eastern boundary with the construction of the all weather 7-a-side pitch.

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

The contractor will be progressing with all aspects of the works endeavouring to mitigate delays.

3. Spend to date

Spend to the end of Q1 2024/25 is as follows:

Gross Budget	Spend to Date
£36.349m	£18.25m

4. Interdependencies

Decant of existing Riverbank School thus allowing St Peters RC School to temporarily relocate to this site whilst their existing site is refurbished and enhanced.

5. Progress Photographs



View from Harris Drive



External fabric



Dining & Gym Halls



7-a-side all weather pitch



Staff room

Bucksburn Temporary Accommodation Update

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

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

1. Update since last report provided in March 2024.

The modular accommodation is now fully operational. All remaining works regarding the covered walkway and landscaping are now complete. Final snagging arrangements are concluding in order to issue the Making Good Defect Certificate.

2. Spend to date

Spend to end of Q1 2024/25 is as follows:

Gross Budget	Spend to Date
*£2.56m	£2.97m

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

*Refer to Appendix B regarding the virement of monies.

3. Interdependencies

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

4. Progress Photographs (from July 2023)



Classroom



Installation of the units

NESS Energy Project Update

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

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

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

1. Update since last report provided in March 2024.

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

2. Planned progress in next reporting period.

Snagging works on-going

3. Spend to date

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

Gross Budget	Spend to Date
£70m	£ 62.88m

4. Interdependencies

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

5. Progress Photographs

Site Entrance



Staff parking area looking towards office block



Visitor Centre area

North East Scotland Joint Mortuary Project

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

Works progressing well in line with the current programme. The overall construction completion is targeted for early 2025.

1. Update since last report provided in March 2024:

- Pitched roof – PV installation ongoing
- Mechanical Installs i.e. ductwork, CSFDs, primary pipework bracketry,
- Electrical Installs 1st fix works. Streamtec 1st fix works.
- AHU pressure testing completed
- Garage Roof – Parapets/Hot Melt application complete, insulation/slabs generally complete
- Internal Partitions to Zone 1 - 4
- Main Flat Roof – Parapets, Hot Melt application insulation/slabs progressing
- Striking of external scaffolds
- Superstructure Brickwork progressing to all elevations.
- Installation of Garage/boiler room door steel goal posts.
- External Plant Foundation complete, steelwork & blockwork commenced
- Fire joining / taping

.2. Works to be progressed over the next period.

- Pitched roof – Complete PV Installation and Flashings
- Pitched roof lights delivery expected July
- Blockwork to garage
- Internal Partitions to Zone 1, 2, 3 & 4 including 2nd side boarding
- M&E installation ongoing.
- Progress M&E first fix to Zone 1,2, 3, 4
- External plant space
- Facing Bwk Completions to South, West and North elevations
- Plant Screens – Remaining areas left down for access - No Critical Path impact
- Commence removal of perimeter scaffolding.
- Fire joining / taping on going.
- Installation of door steelwork goal posts to CT/Scanner area.

3. Spend to the end of Q1 2024/25 is as follows.

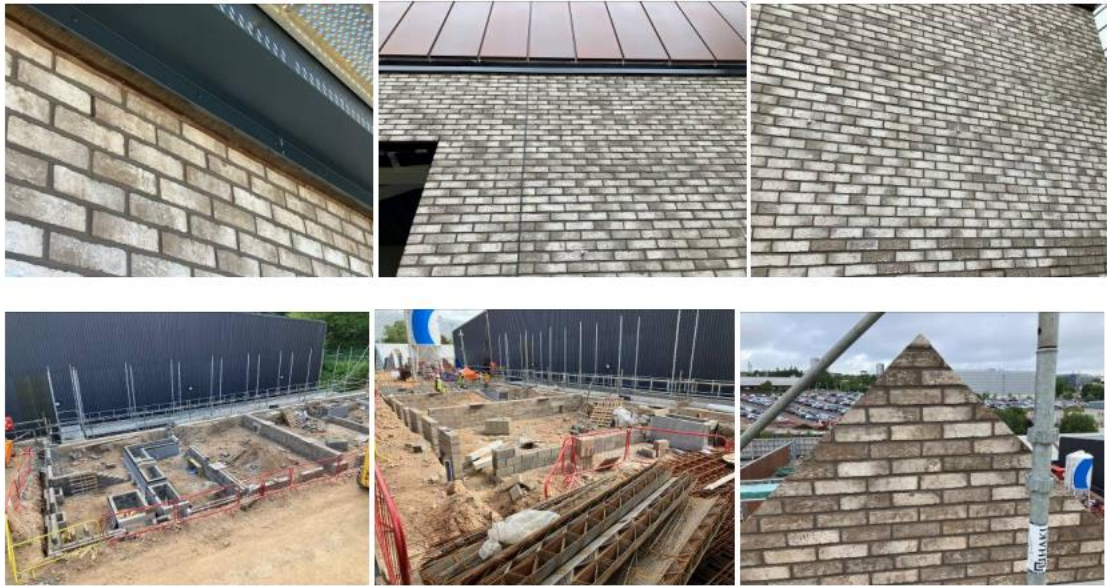
Construction Budget	Spend to Date
£31m	£14.89m

4. Interdependencies

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

5. Progress Photographs

Brickwork (East elevation up to soffit, West elevation following scaffold strike, Ext plant area and South gable).



Partitions

Zone 1



Zone 2



Tillydrone Cruyff Court

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

1. Update since last report provided in March 2024

The construction works were completed with an official opening event held in May 2024.

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

Minor landscaping snagging works to be completed.

3. Spend to date

Spend to the end of Q1 2024/25 is as follows:

Gross Budget	Spend to Date
£0.8m	£0.67m

4. Interdependencies

None.

5. Progress Photographs



Clinterty Travellers Site Project Update

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

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

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

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

1. Update since last report provided in March 2024.

The official opening event was held on 29 April 2024.

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

Attend to minor snagging/defects.

3. Spend to date

Spend to the end of Q1 24/25 financial is as follows:

Gross Budget	Spend to Date
£6.48m	£5.97m

4. Interdependencies

None.

5. Progress Photograph

None.

Bridge of Don House Waste Recycling Centre - Project Update

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

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

1. Project Update since last report provided in March 2024.

The procurement process has been completed and the main contractor has been appointed. The accepted tender was below the budget approved by Council. The works have commenced on site.

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

Secure the site, set up the site compound and start clearing the site.

3. Spend to date

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

Gross Budget	Spend to Date
£4.27m	£0.44m

4. Interdependencies

None.

5. Progress Photographs





Tolbooth – Roof and Parapet Works

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

1. Project Update since last report provided in March 2024.

Works commenced on 30 June 2023 with a contract period of 60 weeks, completion now targeting late 2024.

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

Works are expected to be completed by late 2024.

3. Spend to date:

Spend to the end of Q1 2024/25 is as follows:

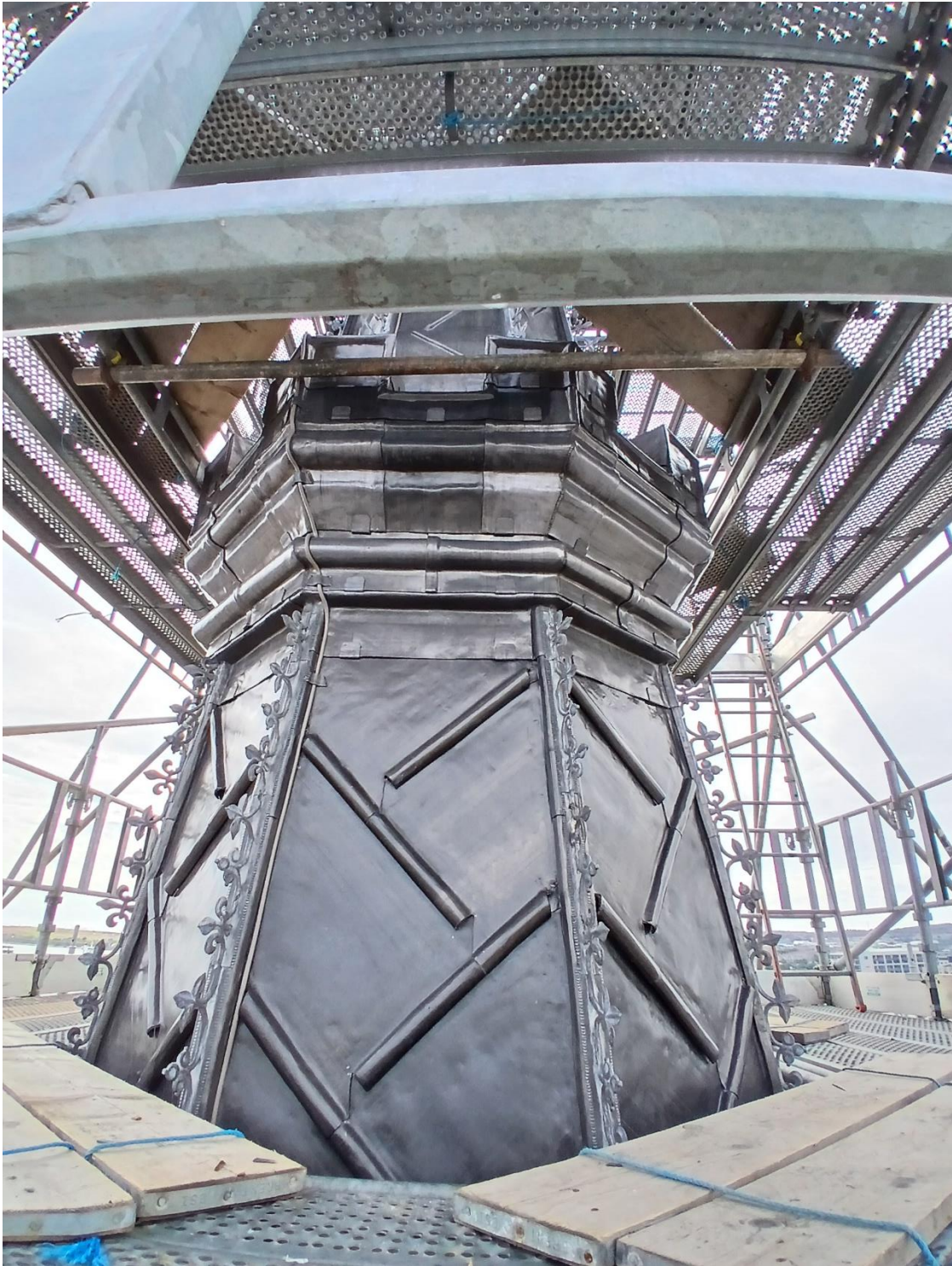
Gross Budget	Spend to Date
£1.36m	£0.86m

4. Interdependencies

None

5. Photographs





Union Street Central Streetscaping

The Union Street Central streetscape project shall provide enhanced public realm from Union Terrace to Market Street. The proposals will see the space within the existing streetscape reapportioned in favour of walking, wheeling, and riding users, and public transport whilst still allowing for service vehicle access.

Where possible, carriageways have been reduced in width to 7.3m as to allow footways to be widened. The proposed reapportioning of space within the street allows for the introduction of a new two-way 3m wide cycle track on the north side, public seating at key locations, and will offer welcoming amenity to all and opportunities for rest for the less able whilst encouraging a wide range of visitors to the city centre.

1. Project Update since last report provided in March 2024

Following financial close, this is the first Capital Programme Delivery report from the Capital Cluster.

Union Street Central streetscaping works commenced on site in April 2024 with programmed completion for late autumn / winter 2025.

Utilities and drainage investigations have been conducted. Surface planing has been undertaken to expose the existing concrete slab road base.

Business Support hoarding has been erected and initial phase of works started.

2. Planned progress in next reporting period

East Section – Phase 1

- Install carrier drain and gullies
- Remove existing concrete basecourse
- SSE cable renewal
- Install ducting in South footway
- Install South kerblines
- Install reinforced concrete carriageway basecourse Westbound lane

East Section - Phase 2

- SSE cable renewal
- Commence slabbing to South footway
- Commence installing North kerblines

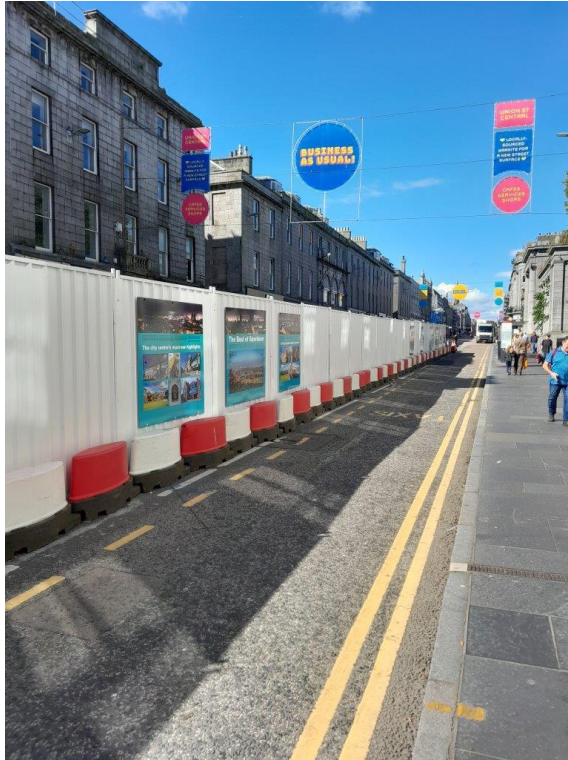
3. Spend to date

Gross Budget	Spend to Date
£21.77m	£3.4m

4. Interdependencies

None

5. Progress Photographs



Bairns' Hoose Project Update

The current vacant wing of the Links Hub will be transformed to provide accommodation for staff providing services to children, young people and their families for Aberdeen and the wider region. The scope will deliver a Bairns' Hoose model as per the Scottish Government commitment to provide this type of service within each Local Authority area.

1. Update since last report provided in March 2024.

N/A

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

Commence works on site subject to completion and governance of on-going tender process.

3. Spend to date

Spend to the end of Q1 24/25 financial is as follows:

Gross Budget	Spend to Date
£2.88m	£0.12m

4. Interdependencies

None.

5. Progress Photographs

None.

Ferryhill School Suitability Improvements

This project aims to address critical suitability issues that have reached a point of necessitating immediate action. Works include a new dining facility, a new nursery, new PE facilities, improvements to the existing teaching block and external improvements.

1. Update since last report provided in March 2024.

N/A

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

Submit planning and complete RIBA Stage 3 for the nursery, continue the Stage 3 design development for the main teaching block and extension.

3. Spend to date

Spend to the end of Q1 24/25 financial is as follows:

Gross Budget	Spend to Date
£17.1m	£0.0m

4. Interdependencies

5. Progress Photographs



Harlaw Academy Extension

This project aims to address critical suitability issues that have reached a point of necessitating immediate action. Works include a new dining facility, additional PE space onsite, others work to the building that will improve flexibility and better use of space across the whole site

1. Update since last report provided in March 2024.

N/A

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

Summer survey / investigation works have been completed in advance of the school returning. RIBA Stage 2 design development nearing completion, once signed off, the project will progress by moving into RIBA Stage 3 Design.

3. Spend to date

Spend to the end of Q1 24/25 financial is as follows:

Gross Budget	Spend to Date
£7.1m	£0.0m

4. Interdependencies

Relates to NHCP 916 - relocation of PE facilities to Harlaw Road Playing Fields will determine requirements for PE facilities on the school site

5. Progress Photographs

None.

Harlaw Pavilion

This project aims to address critical suitability issues that have reached a point of necessitating immediate action. Works include the re-purposing Harlaw Pavillion that will allow the Harlaw Road Playing Fields to be used as the main outdoor PE provision for Harlaw Academy

1. Update since last report provided in March 2024.

N/A

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

Summer survey / investigation works have been completed that have identified enabling works that will be required to progress with the design. These are being arranged. Once completed work will start on the RIBA Stage 2 design

3. Spend to date

Spend to the end of Q1 24/25 financial is as follows:

Gross Budget	Spend to Date
£1.9m	£0.0m

4. Interdependencies

Relates to NHCP 917 - relocation of PE facilities to Harlaw Road Playing Feilds will determine requirements for PE facilities on the school site

5. Progress Photographs

None.

St Machar External Improvements

This project aims to address critical suitability issues that have reached a point of necessitating immediate action. Works include a new covered outside dining facility with food pod servery that can be used as an outdoor classroom and pupil social space; new sports facilities with a multiuse games area (MUGA) ; 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; 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.

1. Update since last report provided in March 2024.

N/A

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

All approvals in place to remove modular units and a contractor has been awarded the contract to remove them. Design development is ongoing

3. Spend to date

Spend to the end of Q1 24/25 financial is as follows:

Gross Budget	Spend to Date
£1.770m	£0.0m

4. Interdependencies

None

5. Progress Photographs

None.

Bucksburn Academy Extension

This project aims to address critical suitability issues that have reached a point of necessitating immediate action. Works include the need to increase the school capacity by 300 pupils based on the future pupils forecast.

1. Update since last report provided in March 2024.

N/A

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

Conclude legal agreement with NYOP to enable a design team to be appointed.

Members should note that through the above dialogue a number of issues have emerged which raises the risk profile in regard to delivery timeline exception.

These issues are under consideration and include, but not limited to;

- Variations required to the current NYOP contract,

The current NYOP contract has a mechanism to allow the client to request variations. To date this has been for small internal works that has not required the financial model to be altered.

The proposed extensions will have a significant impact to both the building and the operation of the building.

We have been advised by NYOP that they are only aware of only one example where a client is proposing to extend a PFI school on a similar scale. Highlighting there is very little experience in this area.

- Implications for the historical financial model,

As the discussions with NYOP have progressed it is increasingly clear that the scale of the works will require a significant amount of time to agree a legal framework to allow the work to extend the Academy to proceed.

Any new legal framework will very likely require the current financial model to be amended.

- Legal fees and timelines associated with the above,

Any amendment to the financial model will incur significant costs to prepare and will require considerable time to complete.

The only example of a similar project of this scale has still to reach financial and legal closure and that process has been ongoing for approximately two years.

- Ownership and insurance of the new extensions

NYOP have advised that because the works are being funded by Aberdeen City Council the ownership of the extension would not be taken on by NYOP. A transfer of ownership may be possible if the financial model was altered.

Aberdeen City Council's insurers have confirmed they would not provide insurance for the extension, even if ownership remained with ACC, due to the risk profile.

NYOP have also confirmed their insurer would not insure the extension unless it was owned and operated by NYOP.

- Maintenance of the new extensions

If Aberdeen City Council retains ownership, the responsibility of maintaining the extension, soft and hard FM, would be the responsibility of Aberdeen City Council. However, discussions around where ACC and NYOP responsibilities start, and stop could prove to be problematic.

However, most services required by the extension, power and heating etc, would be extensions from the systems in the current NYOP building. Raising issues around failure of systems and responsibilities for repairing or replacing equipment.

3. Spend to date

Spend to the end of Q1 24/25 financial is as follows:

Gross Budget	Spend to Date
£21.235m	£0.01m

4. Interdependencies

None

5. Progress Photographs

None.

Bucksburn Swimming Pool – Recommissioning & Improvements

Following decision at Council on 14 December 2023 to undertake the recommissioning of the pool, including any improvements to the building and net zero upgrades to reduce energy costs, an external design team have been appointed to deliver the project.

1. Update since last report provided in March 2024.

N/A

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

Subject to approval to vire the necessary monies, the design team will be seeking statutory approvals.

3. Spend to date

Spend to the end of Q1 24/25 financial is as follows:

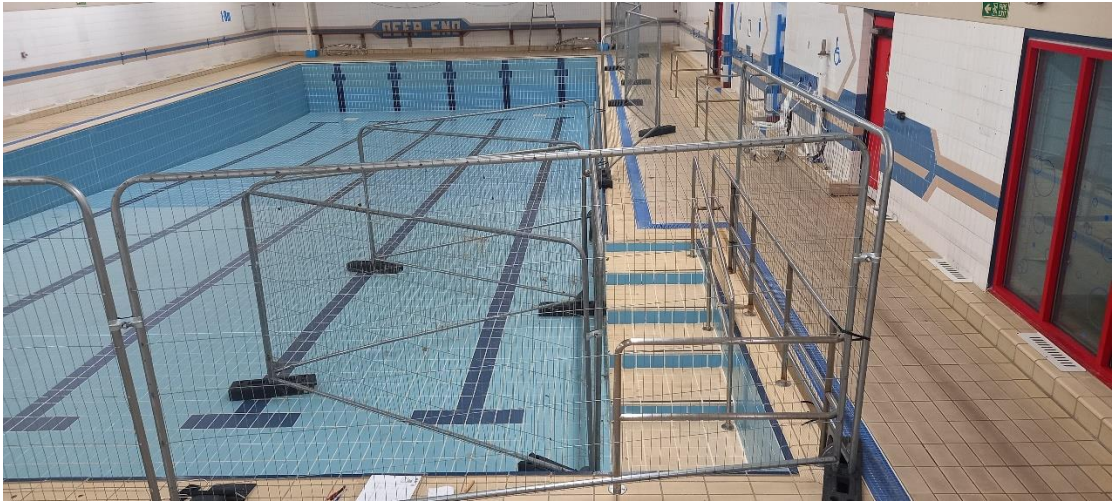
Gross Budget	Spend to Date
£1.0m *	£0.02m

*Refer to Appendix B regarding the virement of monies.

4. Interdependencies

None

5. Progress Photographs



Inchgarth Community Centre - Extension

An extension is proposed to respond to the increase in demand for services and activities at Inchgarth Community Centre. The Council was successful in securing £1.9m from the Regeneration Capital Grant Fund (RCGF) in June 2023.

1. Update since last report provided in March 2024.

N/A

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

Subject to approval to vire the necessary monies, the design team will be seeking statutory approvals.

3. Spend to date

Spend to the end of Q1 24/25 financial is as follows:

Gross Budget	Spend to Date
£2.15m *	£0.07m

*Refer to Appendix B regarding the virement of monies.

4. Interdependencies

Subject to the formal acceptance of carrying forward the awarded Regeneration Capital Grant Fund.

5. Progress Photographs

None

Appendix B: Project Budget Re-Profiling

General Fund Capital Programme		Budget	Budget	Budget	Budget	Budget	5 Year
NHCP No	BEFORE RE-PROFILING	2024/25	2025/26	2026/27	2027/28	2028/29	Total
		£'000	£'000	£'000	£'000	£'000	£'000
Fully Legally Committed Projects							
841	Greyhope School and Hub	0	0	0	0	0	0
896	Bucksburn Academy Extension (Temporary Solution)	0	0	0	0	0	0
		0	0	0	0	0	0
Partially Legal Committed Projects							
908	Expansion of Free School Meals	2727	0	0	0	0	2,727
918	H3- Ferryhill School Suitability Improvements	580	12,000	4,300	220	0	17,100
		3,307	12,000	4,300	220	0	19,827
Projects with Indicative budgets							
910	Inchgarth Community Centre	1,515	750	0	0	0	2,265
954	Bucksburn Pool Refurbishment	1,000	0	0	0	0	1,000
999	Contingency	1,390	4,500	4,790	0	0	10,680
		3,905	5,250	4,790	0	0	13,945
Totals		7,212	17,250	9,090	220	0	33,772

General Fund Capital Programme - Funding		Budget	Budget	Budget	Budget	Budget	5 Year
NHCP No		2024/25	2025/26	2026/27	2027/28	2028/29	Total
		£'000	£'000	£'000	£'000	£'000	£'000
910	Inchgarth Community Centre	-900	-750	0	0	0	-1,650
	Programme Funding Streams Total	-900	-750	0	0	0	-1,650
	Borrowing						0
	Sub Total	-900	-750	0	0	0	-1,650
	Net Position	6,312	16,500	9,090	220	0	32,122

General Fund Capital Programme		Budget	Budget	Budget	Budget	Budget	5 Year
NHCP No	AFTER RE-PROFILING	2024/25	2025/26	2026/27	2027/28	2028/29	Total
		£'000	£'000	£'000	£'000	£'000	£'000
Fully Legally Committed Projects							
841	Greyhope School and Hub	700	0	0	0	0	700
896	Bucksburn Academy Extension (Temporary Solution)	500	0	0	0	0	500
		1200	0	0	0	0	1200
Partially Legal Committed Projects							
908	Expansion of Free School Meals	727	2000	0	0	0	2727
918	H3- Ferryhill School Suitability Improvements	580	10,000	4,300	220	0	15100
		1,307	12,000	4,300	220	0	17827
Projects with Indicative budgets							
910	Inchgarth Community Centre	1,515	2,340	0	0	0	3855
954	Bucksburn Pool Refurbishment	1,000	1,100	0	0	0	2100
999	Contingency	190	3,810	4,790	0	0	8790
		2,705	7,250	4,790	0	0	14745
Totals		5,212	19,250	9,090	220	0	33772

General Fund Capital Programme - Funding		Budget	Budget	Budget	Budget	Budget	5 Year
NHCP No		2024/25	2025/26	2026/27	2027/28	2028/29	Total
		£'000	£'000	£'000	£'000	£'000	£'000
910	Inchgarth Community Centre	-900	-750	0	0	0	-1,650
	Programme Funding Streams Total	-900	-750	0	0	0	-1,650
	Borrowing						0
	Sub Total	-900	-750	0	0	0	-1,650
	Net Position	4,312	18,500	9,090	220	0	32,122

With reference to the Tables above;

Greyhope School and Hub

To close out variations, and contract negotiations on the project it is proposed to vire £0.7m from the contingency budget in FY 24/25.

Bucksburn Academy Extension (Temporary Solution)

To close out variations, and contract negotiations on the project it is proposed to vire £0.5m from the contingency budget in FY 24/25.

Bucksburn Swimming Pool: Financial Implications

As reported within the main body of the report, additional funding is required for the full project scope to be delivered. This is based on more recent survey and design development work.

The work has identified that the internal fabric of the building has deteriorated significantly, since Sport Aberdeen closed that facility. To bring the facility back into use, and ensure it is an asset within the community for years to come, the recommendation is to upgrade the condition before re-opening.

To deliver the current recommended proposal it is estimated that £1.1m will need to be vired from the contingency budget in FY 25/26.

Inchgarth Community Centre Extension: Financial Implications

As reported within the main body of the report, additional funding is required for the full project scope to be delivered. This is based on more recent survey and design development work.

Building regulations have now changed which mean the new extension will have to be designed such that is heated and ventilated without the use of fossil fuels. This has resulted in a substantial increase in plant costs and the requirement for a larger plant room. This also has implications for the incoming power supply and the need for a new transformer substation on site.

Value engineering has been considered such as reducing the floor area but the RCGF is dependent on providing a 435m² extension including both the multi-purpose hall and café area.

A formal request has been submitted to the Scottish Government to allow the allocated grant funding to be re-allocated from 24/25 to 25/26.

The current budget is £2.515m including Regeneration Capital Grant Fund of £1.9m. Expenditure incurred to date is design team fees and survey work.

To deliver the current recommended proposal compliant with the grant terms and conditions it is estimated that £1.59m will need to be vired from the contingency budget in FY 25/26.

Free School Meals

The Free School Meals has a budget of £2.727m for FY24/25. It is proposed that £2m of this budget is utilised on the Ferryhill School Suitability Improvements, which would allow £2m to be vired from the Ferryhill School Suitability Improvements to the contingency budget in FY25/26. The budget has been re-profiled accordingly.

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	12 September 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Common Good Budget Review
REPORT NUMBER	CORS/24/272
EXECUTIVE DIRECTOR	Andy MacDonald
CHIEF OFFICER	Jonathan Belford
REPORT AUTHOR	Helen Sherrit
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

- 1.1 The Council at the meeting on 6 March 2024 agreed to “instruct the Chief Officer - Finance to carry out a review of the Common Good budget, and the grant application criteria, and report to the Finance and Resources Committee by September 2024.” This report fulfils this recommendation.

2. RECOMMENDATIONS

That the Committee:-

- 2.1 Note the draft 2025/26 Common Good Budget detailed in Appendix 1; and
- 2.2 Approve the amended grant application criteria detailed in section 3.20.

3. CURRENT SITUATION

- 3.1 The Common Good stands separate from other accounts and funds of the Council and could is said to originate in the grant of freedom lands by King Robert the Bruce in 1319. The Common Good is corporate property and must be applied for the benefit of the community as the Council thinks fit, in accordance with the Common Good Act 1491 and the Local Government etc. (Scotland) Act 1994. The Common Good is corporate property and must be applied for the benefit of the community as the Council thinks fit. It is invested in land and buildings, such as industrial estates and farms, with cash balances usually being held on deposit with other local authorities, building societies and the Council’s Loans Fund.
- 3.2 The projected outturn for 2024/25 shows, based on spending to the end of Quarter 1, that the Common Good is forecast to be on budget as at 30 June 2024 Income levels are expected to be maintained and the budgeted income achieved with events proceeding as expected this year, and grants payable throughout the year to the wide range of approved organisations.

Budget 2025/26

Income

- 3.3 Today the asset portfolio comprises land, buildings and cash. The position at the start of the year (31 March 2024) is as follows:

	£'000
Land and Buildings	75,975
Investment in ACC Loans Fund	18,442
Long Term Investments	23,945
Total Long-Term Assets	118,362

- 3.4 The income generated from these assets is the basis of expenditure that can be incurred by the Common Good annually. The ground rents, lease income and cash investment returns generate in excess of £3 million per annum in income, which is used to fund a wide range of organisations and their activities in the City of Aberdeen, and this includes some activities undertaken by the Council itself. Further details are shown in Appendix 1.
- 3.5 Cash balances have increased in recent years due to the sale of land for development, and this can reduce annual income. The cash balances are generally set aside to help maintain annual income levels, through investment income, rather than being used to fund expenditure. A minimum cash balance recommendation is maintained for the Common Good.
- 3.6 In preparing the 2025/26 Common Good budget the assumption is that no additional one-off funding will be withdrawn from the assets it holds.
- 3.7 The investment of cash balances in a multi-asset income fund, approved by Council on 10 March 2021 has now been implemented. The value of the investment may fall as well as increase, this is reported quarterly. As at 30 June 2024 the value of the investments was £23.614m, an decrease in the quarter of £0.330m. Cash balances will be affected by this change as will the overall Net Value of the Common Good. The investment with Fidelity remains a long-term investment and should be measured over a 3-to-5-year period.
- 3.8 Rental income is received by the Common Good for predominantly ground rent and leases that are in place and is based on projections provided by the Chief Officer - Corporate Landlord. Appendix 1 shows that income is forecast to be stable for the Common Good in 2025/26.

Expenditure

- 3.9 A significant proportion of the expenditure annually is on recurring activities and outcomes and therefore these recurring elements are a continuing feature in building the draft 2025/26 budget.
- 3.10 Appendix 1 provides a breakdown of the various categories of expenditure that have been included in the draft budget for 2025/26. The recurring nature of a

range of activities and outcomes, to support external organisations and the work of the Council is included in these.

- 3.11 As the assets of the Common Good include land and buildings, there are times when expenditure on those assets must be incurred. Continuing investment in its assets is included in the first section of Appendix 1, General Property and Estates, where the core costs of insurance and necessary repair and maintenance are included.
- 3.12 The recurring nature of many of the projects and activities that the Common Good funds means that assumptions have to be included about what their future cost might be. Note that the recurring funding provided by the Common Good is subject to an annual review. Appendix 1 has details of the impact of inflation based assumptions on pay and prices to provide an insight to the sustainability of the Common Good. An explanation of the various categories of spend has been detailed in Appendix 2.

Net Budget

- 3.13 Appendix 1 shows that, taking account of the total income that it can reasonably expect, and an estimate of the recurring expenditure that must be met there is £0.257m available. Any balance has historically been used to support funding of a more one-off and discretionary nature this does not impact on the cash balances.

Non-recurring/discretionary spending

- 3.14 In 2019/20 Budget ACC approved a new process for accepting applications this has been used to provide specific application conditions and timescales. It has provided the opportunity to assess the applications in a more consistent and collective basis, rather than simply responding to ad hoc approaches. The aim of the process is to make it equitable and transparent, enabling closer links to the Local Outcomes Improvement Plan.
- 3.15 In recent years the Council has taken the decision to reduce the funding awarded to external organisations who have submitted applications and use the balance available detailed in 3.13 to support Council Services.
- 3.16 The table below details the number of applications received over the last 6 financial years by ACC and those which were successfully awarded funding, in 2024/25 only 21% of the total applications were successful.

Year	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
No of Applications	20	37	44	28	24	28
No of Successful Applications	13	15	21	19	7	6

- 3.17 It should be noted that there is an internal staffing resources required in the Common Good application process. Finance receive the initial application this is logged and checked to ensure all the required paper work has been submitted, emailing back to the applicant if there are any gaps and to confirm receipt of the application. The application along with all the paperwork is

submitted to legal who then ensure that the application meets Common Good criteria, this can involve further correspondence with the applicant if details on the project are unclear or incomplete. If the application meets the criteria Finance review and score each application and this information is then added to the Common Good report. These are resources which are under pressure due to the need to achieve savings.

3.18 Below are the potential options to take the application process forward.

3.19 The first option is for the Council to stop the annual application process from external organisations as the funding amount available is reducing year on year with the existing commitments to Council Services potentially £2.5m in 2025/26 as detailed below.

	2025/26
	Budget
	£'000
Maintenance in Parks & Shrubs inc Union Terr Gdns	1,562
Archivist Unit	305
Civic Support	231
Central Support Services	456
Council Services	2,554

Instead allow the existing balance to be utilised to support existing Council Services that benefit communities in Aberdeen City which are at risk due to budget savings.

3.20 The second option would be to make changes to the criteria, this would be limiting each individual application to a maximum of £50,000, prevent organisations from applying if they have received funding in the previous financial year or if they are currently receiving funding from the council, limiting the available balance to 50% of the surplus available and preventing Council Services from applying. This potentially would reduce the number of applications and the expectations of external organisations and would only apply to the nonrecurring funding element of the budget.

3.21 The benefits of continuing with the application process is that it provides external organisations the opportunity to obtain funding for specific projects which benefit the communities in Aberdeen City and are only affordable with additional funding. These projects must support the Local Outcome Improvement Plan (LOIP).

4. FINANCIAL IMPLICATIONS

4.1 The report outlines proposals for the Common Good budget for the financial year 2025/26 and options for the Common Good application process. The maximum sum for applications is based on previous approvals and applications.

5. LEGAL IMPLICATIONS

5.1 Section 15(4)(b) of the Local Government etc. (Scotland) Act 1994 requires the Council to “have regard to the interests of all the inhabitants of their areas” when administering common good property. Therefore, the following two basic principles are followed in determining the appropriate use of the Common Good fund:

- (1) That the Common Good must be applied for the benefit of the community; and
- (2) That the Council must in each case use reasonable judgement in allocating Common Good funding.

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.

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	Use of the Common Good not achieving intended strategic objectives.	When funding is requested from the Common Good legal review to ensure it is compliant with the criteria, and new applications for one-off funding are further assessed against the LOIP stretch outcome criteria.	L	Yes
Compliance	Non-compliance with Common Good criteria	Legal review process.	L	Yes

Operational	Grants paid to third party organisations may be lost and benefits not achieved if organisations fail to remain operational.	Review process for preparing the budget and ongoing contact with the organisations.	L	Yes
Financial	The Common Good funds provide support to a range of services and projects both internal and external to the Council. If funding was not provided there may be a risk that services and projects would no longer be delivered or would become unsustainable.	<p>A financial assessment process is included in the application process.</p> <p>Council is robust and equitable.</p> <p>The Common Good has an investment strategy for the cash balances it holds and this should be reviewed on a regular basis, included in this report.</p> <p>A robust procurement process to appoint a suitable Fund Manager and regular performance review and monitoring of investments.</p>	M	Yes
Reputational	There is a risk that the reputation of the Council will be adversely affected by changes to projects and services that currently receive funding.	These are minimised by the having a robust and objective application process that enhances the Council's reputation as a fair and equitable funder of services and projects.	L	Yes

Environment / Climate	None Identified			
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8. OUTCOMES

Council Delivery Plan 2024	
Impact of Report	
Aberdeen City Council Policy Statement <u>Working in Partnership for Aberdeen</u>	<p>The Council's commissioning cycle specifically joins the allocation of resources, through the approval of the budget, with the intention to deliver on the Local Outcome Improvement Plan (LOIP). The process of evaluation of applications for Common Good Funding specifically asked for details of how the LOIP stretch outcomes would be addressed and therefore the distribution options available to the Council cover all 15 outcomes to a greater or lesser extent.</p>
<u>Local Outcome Improvement Plan</u>	
Prosperous Economy Stretch Outcomes	No Impact
Prosperous People Stretch Outcomes	No Impact
Prosperous Place Stretch Outcomes	No Impact
Regional and City Strategies	The Common Good provides a sustainable funding source or a range of initiatives described in the Delivery Plan.

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 Common Good Budget 2024/25, Council, 6th March 2024

10.2 Council Financial Performance – Quarter 1 2024/25, Finance and Resources
7th August 2024

11. APPENDICES

Appendix 1 Common Good Fund Budget 2025/26

Appendix 2 Notes to accompany the Common Good Budget 2025/26

12. REPORT AUTHOR CONTACT DETAILS

Name	Helen Sherrit
Title	Finance Partner
Email Address	hsherrit@aberdeencity.gov.uk
Tel	

		2024/25	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
		Budget	Outturn	Budget	Budget	Budget	Budget	Budget
		£'000	£'000	£'000	£'000	£'000	£'000	£'000
	Duthie Park HLF							
11	Duthie Park Capital Charges	56	56	56	56	56	56	56
	Recurring Expenditure	5,132	5,132	5,113	5,137	5,171	5,186	5,212
12	Specific Projects							
	Aberdeen Street Pastors	15	15	0	0	0	0	0
	Aberdeen Multicultural Centre - Mela	22	22	0	0	0	0	0
	Belmont	50	50	0	0	0	0	0
	Winter Clothing	100	100	0	0	0	0	0
	Denis Law Trail	50	50	0	0	0	0	0
	Aberdeen City Heritage	1	1	0	0	0	0	0
	Specific Projects	238	238	0	0	0	0	0
	Non Recurring Expenditure	238	238	0	0	0	0	0
	Total Expenditure	5,370	5,370	5,113	5,137	5,171	5,186	5,212
13	Income from Properties and Estates	(3,250)	(3,250)	(3,250)	(3,250)	(3,250)	(3,250)	(3,250)
14	Interest on Invested Funds	(1,550)	(1,550)	(1,550)	(1,550)	(1,550)	(1,550)	(1,550)
15	Interest on Reserve Funds	(500)	(500)	(500)	(500)	(500)	(500)	(500)
16	Lands of Skene/Torry (Share of Surplus)	(70)	(70)	(70)	(70)	(70)	(70)	(70)
17	Growth/Impairment on Invested Funds	0	330	0	0	0	0	0
	ORDINARY INCOME	(5,370)	(5,040)	(5,370)	(5,370)	(5,370)	(5,370)	(5,370)
	Net (Surplus)/Deficit	0	330	(257)	(233)	(199)	(184)	(158)

Appendix 2

Budget Notes for 2025/26

Note 1

This budget is used to insure properties owned by the Common Good.

Note 2

This is a budget for repairs and maintenance costs for properties owned by the Common Good to meet legislative standards.

Note 3

This represents the current contribution towards the core funding for Aberdeen Citizen's Advice Bureau.

Note 4

This is a contribution towards the costs of Aberdeen Performing Arts (£225,000), and the core funding of (£711,000) and Peacock Visual Arts (£35,000).

Note 5

This provides match funding for Aberdeen Performing Arts in relation to a grant awarded by Creative Scotland towards the costs of programming at His Majesty's Theatre.

Note 7

This represents contribution to core funding for Castlegate Arts.

Note 8

This is a grant to cover the cost of rental of various premises from Aberdeen City Council for external organisations.

Note 8

This is funding towards the costs of organising specific events as detailed in the events programme that promote the City as a visitor destination.

Note 9

This funding is for the provision of grants and services administered by the City Council.

Note 10

This is funding for the Civic Services that support the Civic functions within the City Council and services to the citizens of Aberdeen.

This includes grant funding to support the Lord Dean and the Burgesses of Guild.

Note 11

This is a budget for the servicing of the capital debt for the upgrade to Duthie Park.

Note 12

These items are one-off items approved by Council for expenditure in 2023/24.

Note 13

Around 100 properties have registerable leases on land owned by the Common Good. In addition to this, the Common Good owns land at Brimmond Hill, Hazlehead, Hilton, Hillhead of Pitfodells, Kincorth, Kepplehills, Tullos and Mastrick, all of which generate income for the Common Good and which is reflected in this budget.

Note 14

This is a budget for income received on invested funds based on the income received to date in 2023/24 from the Multi Asset Income Fund.

Note 15

This is a budget for income for interest on reserve funds.

Note 16

The Common Good receives 51% of the Lands of Torry Trust and 30% of the Lands of Skene Trust income. These trusts earn income in rents and interest from investment.

Note 17

This is the current year outturn in Q1 for the reduction or growth on the £30million that has been invested.

COMMITTEE	Finance and Resources Committee
DATE	12 th September 2024
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Performance Management Framework Report
REPORT NUMBER	CORS/24/268
DIRECTOR	Andy MacDonald
CHIEF OFFICER	Martin Murchie
REPORT AUTHOR	Alex Paterson
TERMS OF REFERENCE	2.1.3

1. PURPOSE OF REPORT

1.1 To present Committee with the status of key operational performance measures and activity indicators relating to those Functions and Clusters within the remit of the Finance and Resources Committee at conclusion of Quarter 1 2024.

2. RECOMMENDATION

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

3. CURRENT SITUATION

Report Purpose

3.1 This report is to provide members with key performance measures in relation to the Cluster based outputs and outcomes as expressed within the 2024/25 Council Delivery Plan (the Plan)

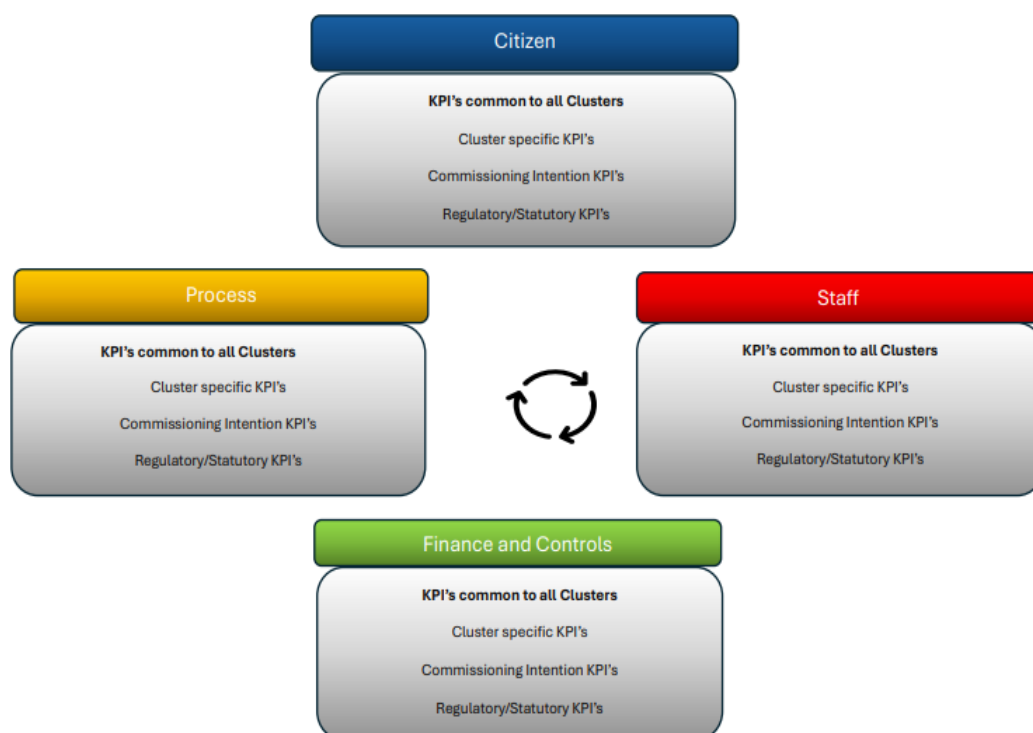
Report Structure

3.2 Performance Management Framework Reporting against in-house delivery directly contributing to, or enabling delivery against, the City’s Local Outcome Improvement Plan, (LOIP) has informed development of successive Council Delivery Plans, including the 2024/25 Plan that was agreed by Council on the 6th of March 2024.

3.3 Reporting against the refreshed Plan, including updating of Service Standards agreed at that meeting, is incorporated within Performance Management Framework reports to each of the relevant ‘parent’ Council Committees

3.4 The Council’s Performance Management Framework 2024/25 update, incorporating revisions arising from implementation of the TOM1.2 organisational structure, and changes to the national performance reporting and digital data landscapes, was agreed at the meeting of Council, on 21st August 2024,

- 3.5 Performance Management Framework Reporting provides for a consistent approach within which performance will be reported to Committees. This presents performance data and analysis within four core perspectives, as shown below, which provides for uniformity of performance reporting across Committee



Report Content

- 3.6 Members are asked to note that the measures reflected against in this report align with those Standards and corporate measures outlined in the 2024/25 Council Delivery Plan and Council Commissioning Intentions
- 3.7 Where appropriate, hard and soft data capture against these Standards is incorporated within the suite of measures contained within Appendix A and is reported against on either a quarterly or annual basis, as highlighted.
- 3.8 Members are also asked to note that the corporate measures relating to Governance, Corporate Landlord and People & Citizen Services Clusters reflect changes in data aggregation arising from the incorporation of additional Service areas outlined within the TOM1.2 organisational structure.

Performance Measures

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

Traffic Light Icon



Within limits of target/benchmarked outcome



Between 5% to 20% out with target/benchmarked outcome and being monitored



More than 20% out with target/benchmarked outcome and being actively pursued



Data only – target not appropriate/benchmarked outcome not available

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	None	NA	NA	NA
Compliance	No significant legal risks.	Publication of service performance information in the public domain ensures that the Council is meeting its legal obligations in the context of Best value reporting.	L	Yes
Operational	No significant operational risks.	Oversight by Elected Members of core employee health and safety/attendance data supports the	L	Yes

		Council's obligations as an employer		
Financial	No significant financial risks.	Overview data on specific limited aspects of the cluster's financial performance is provided within this report	L	Yes
Reputational	No significant reputational risks.	Reporting of service performance to Members and in the public domain serves to enhance the Council's reputation for transparency and accountability.	L	Yes
Environment / Climate	None	NA	NA	NA

8. OUTCOMES

Council Delivery Plan 2024-25	
	Impact of Report
Aberdeen City Council Partnership Agreement	The provision of information on cluster performance will support scrutiny of progress against the delivery of the following Agreement Statements:
Improving Educational Choices	<ul style="list-style-type: none"> - Work with the city's universities, North East Scotland College and businesses to increase educational and training options and the number of care experienced young people and young people from deprived communities, going onto positive destinations, including further and higher education, vocational training and apprenticeships. - Promote the number of apprenticeships on offer through the council.
Creating Better Learning Environments	<ul style="list-style-type: none"> - 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.
City Centre and Beach	<ul style="list-style-type: none"> - Refresh our tourism and cultural strategies for the city. - Revitalise our beachfront, working with partners including Aberdeen FC with an aim to deliver new sports facilities and a new stadium, not using

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

<p>Homes for the Future</p> <p>A Prosperous City</p> <p>Empowering Aberdeen's Communities</p>	<ul style="list-style-type: none"> - 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. - Work with partners to produce a ten-year plan to increase the stock and variety of Council and social housing to meet the needs of Aberdeen's citizens and continue to deliver Council and social housing projects to tackle the Council house waiting lists and do everything in our power to end homelessness. - Develop our economy in a genuine partnership with the private sector, third sector and residents. - Campaign for Aberdeen to be the home of a new Green Freeport and ensure that fair work conditions and Net Zero ambitions are central to any bid. - Work with partners to stimulate sustainable economic development, including a managed transition to a carbon neutral economy and work in partnership with the academic, business and other relevant sectors to ensure the long-term future of the energy industry. - Seek to buy goods, services and food locally whenever possible, subject to complying with the law and public tendering requirements. - Work with communities to establish trusts, community enterprises, charities or other entities that support community empowerment and community wealth building. - Support people to engage with Community Asset Transfers throughout the process.
<p><u>Aberdeen City Local Outcomes Plan April 2024 Refresh</u></p>	
<p>Prosperous Economy</p> <p>1. 20% reduction in the percentage of people who report they have been worried they would not have enough food to</p>	<p>The activities reflected within this report support the delivery of LOIP Stretch Outcomes 1 and 2 through the following Aims.</p> <p>Outcome 1 Improvement Aims:</p>

<p>eat and/ or not be able to heat their home by 2026.</p> <p>2. 74% employment rate for Aberdeen City by 2026</p>	<p>Increase to 92% the number of homes that meet an EPC rating of C or better by 2026</p> <p>Outcome 2 Improvement Aims</p> <p>Supporting 100 people to start a business in Aberdeen who will be coming off the benefits system or significantly reducing their benefits through starting a business by 2026</p> <p>Support 40 young parents into training and / or employability provision by 2026.</p> <p>Upskill 50 individuals who are experiencing digital barriers to apply for employment opportunities by 2026</p>
<p>Prosperous People (Children)</p> <p>6. 95% of children, including those living in our priority neighbourhoods, will sustain a positive destination on leaving school by 2026</p> <p>8. 100% of our children with Additional Support Needs/Disability will experience a positive destination by 2026</p>	<p>The delivery of services referred to within this report supports each of the Children & Young People Stretch Outcomes 6 and 8 in the LOIP.</p> <p>Outcome 6 Improvement Aims</p> <p>Increase by 10% the rate of completion of NPA/FA/HNC courses available to young people across the city by June 2024</p> <p>Increase the % of learners entering a positive and sustained destination to be ahead of the Virtual Comparator for all groups by 2025.</p> <p>Increase by 20% the number of young people completing courses aligned to support the digital and tech sector by 2026.</p> <p>Outcome 8 Improvement Aims</p> <p>Increase by 5%, the percentage of young people with additional support needs/disability entering a positive destination by 2025.</p>
<p>Prosperous People (Adults)</p> <p>12. Reduce homelessness by 10% and youth homelessness by 6% by 2026</p>	<p>The report reflects on activity which contributes to Stretch Outcome 12</p> <p>Outcome 12 Improvement Aims</p> <p>Integrate housing, employment, employability and mental health support pathways for young people to support prevention of homelessness</p> <p>Increase accessibility to a wider range of housing options to people at risk of homelessness</p>

<p>Prosperous Place</p> <p>13. Addressing climate change by reducing Aberdeen's carbon emissions by at least 61% by 2026 and adapting to the impacts of our changing climate</p> <p>14. Increase sustainable travel: 38% of people walking; 5% of people cycling and wheeling as main mode of travel and a 5% reduction in car miles by 2026.</p> <p>15. 26% of Aberdeen's area will be protected and/or managed for nature and 60% of people report they feel that spaces and buildings are well cared for by 2026</p>	<p>Outcome 13 Improvement Aims</p> <p>Reduce public sector carbon emissions by at least 7% by 2026.</p> <p>To have Community led resilience plans in place for the most vulnerable areas (6) in the City by 2025 and increase by 10% the % of people who know where to find information and resources to help prepare for severe weather events by 2025.</p> <p>Outcome 14 Improvement Aims</p> <p>Increase % of people who walk and wheel as one mode of travel by 5% by 2026</p> <p>Increase % of people who cycle and wheel as one mode of travel by 2% by 2026</p> <p>Reduce car kms by 5% by 2026</p> <p>Outcome 15 Improvement Aims</p> <p>Increase to 65% the proportion of people who feel they can regularly experience good quality natural space by 2026.</p>
<p>Regional and City Strategies</p>	<p>The report reflects outcomes aligned to the Regional Economic Strategy, Local and Regional Transport Strategies and Regional Skills Strategy, along with Local and Strategic Development Plans</p>

9. IMPACT ASSESSMENTS

Assessment	Outcome
<p>Integrated Impact Assessment</p>	<p>No assessment required, I confirm that this has been discussed and agreed with Martin Murchie, Chief Officer, Data Insights (HDRCA), on 9th August 2024.</p>
<p>Data Protection Impact Assessment</p>	<p>A Data Protection Impact Assessment is not required for this report.</p>
<p>Other</p>	<p>No additional impact assessments have been completed for this report.</p>

10. BACKGROUND PAPERS

COM.24.060 Council Delivery Plan 2024/25, March 2024
CUS.24.043 TOM1.2 Organisational Structure Update, February 2024
CORS.24.232 Performance Management Framework 2024/25, August 2024

11. APPENDICES

12. REPORT AUTHOR CONTACT DETAILS

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FINANCE AND RESOURCES COMMITTEE PERFORMANCE MANAGEMENT FRAMEWORK – APPENDIX A

CITY REGENERATION AND ENVIRONMENT FUNCTION







City Redevelopment and Regeneration Cluster


1. Citizen - City Development and Regeneration

2024/25 Service Standards – City Development and Regeneration Cluster

Service Standard	Current Status	2024/25 Target
We will maintain accreditation standards for Aberdeen Art Gallery		100%
We will maintain accreditation standards for Museums venues		100%




Table 1. Corporate Complaints Handling Measures – City Development and Regeneration Cluster

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Target	Long Trend Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – City Development	0	3	0	0			
% of complaints resolved within timescale stage 1 and 2) – City Development	N/A	66.7%	N/A	N/A		75%	
% of complaints with at least one point upheld (stage 1 and 2) – City Development	N/A	0%	N/A	N/A			

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Target	Long Trend Quarterly
	Value	Value	Value	Value			
Total No. of lessons learnt identified (stage 1 and 2) – City Development	N/A	0	N/A	N/A			

2. Processes - City Development and Regeneration

Table 2. Service Level Performance Measures – Museums and Galleries, Visits to Museums and Galleries

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Long Trend - Quarterly
	Value	Value	Value	Value	
Number of total visits/attendances at museums and galleries *	371,887	325,654	352,627	370.584	
Number of virtual visits/attendances at museums and galleries	264,184	264.581	263,400	289.526	
Number of visits at museums and galleries that were in person	107,212	59,193	86.826	79,212	

Service Commentary

Table 2.

The data for Quarter 1 reflects a recurring seasonal trend for this period where overall visits, and those in person, are consistently lower than those in other quarterly periods. Visits in person, at just over 79.200 were above that in the same quarter in 2023/24 (77,200) and 2022/23 (64.700) and substantially greater than that in any year prior to completion of the redevelopment of AAGM.

Virtual visit data for Q1 reflects the application of revised guidance on calculations around website page landings/visits and excludes social media impressions against Galleries and Museums communications of around 260,000 in this Quarter.

*This measure incorporates all visits/attendances generated by Museums and Galleries Service, including Enquiries, Outreach activity and Events

Chart 1. National Benchmark Measure - Interim Participation Measure for 16–19-year-olds by Local Authority Benchmarks

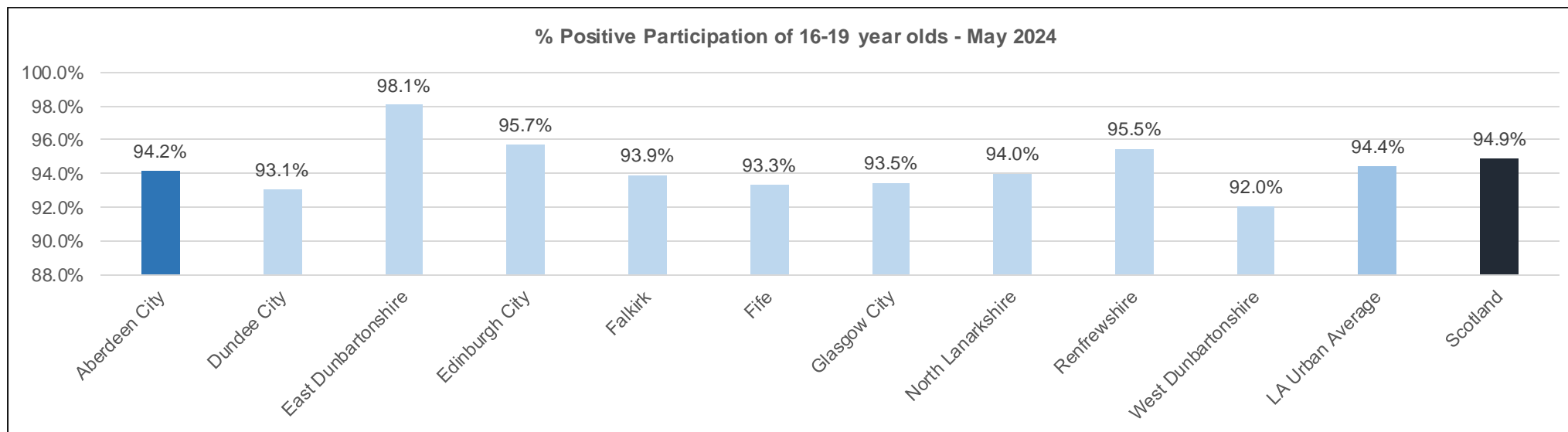


Table 3. National Benchmark Measure, Interim Participation Status Breakdown by Destination – Aberdeen City Timeseries

Timeseries	Overall Participation	School Pupil	Higher Education	Further Education	Employment	Training and Development	Unemployed Seeking	Unemployed Not Seeking	Unconfirmed
May 2024	90.7%	39.5%	19.4%	10.7%	19.6%	1.6%	3.4%	2.2%	3.6%
May 2023	91.1%	40.1%	18.1%	11.0%	20.1%	1.8%	3.1%	2.3%	3.5%
May 2022	89.5%	41.2%	18.9%	10.4%	17.1%	1.9%	3.1%	2.4%	5.0%

Service Commentary

This strategic level measure is jointly delivered by City Development & Regeneration, Education & Lifelong Learning and Children's Social Work and Families Clusters, supported by a series of internal (e.g., People & Citizen Cluster) and external partners, including Skills Development Scotland which acts as the regional lead for this outcome.

The national Interim Participation Measures for 16–19-year-olds, have been released in May and December of each year since 2021, and tracks progress towards the Annual Participation Measure (APM) data, that measures participation levels across the full 12-month period. The 2024 Annual Participation Measure data was released on the 27th of August 2024 and services are presently working with Data Insights colleagues to deliver a detailed data driven interpretation of this information, to support improvement activity.

Chart 1.

Overall, the outcomes for Aberdeen City are in line with the majority of its Urban Geography Local Authority comparators, and only just lower than the National figure, and the Urban Average. There is limited statistically significant change in either the absolute value of this Measure from May 2023, or the City's position relative to the benchmark authorities presented in this chart

These data are locally adjusted to exclude those 16–19-year-olds where an Unconfirmed Status was recorded from the SDS surveying, As at May 2024, this particular Status represented 3.6% of the estimated survey cohort (267 individuals) which was slightly higher than the Urban Average and Scotland levels. It is understood that this position in part arises from the relative geographical mobility of the City's young people, which influences the ability to gain insight into the outcomes of those moving out of the City for employment/training, and/or out with Scotland.

Table 3.

In terms of data significance (change of +/-1 percentage point or more), only the year-on-year movement against Higher Education represents a variation that would be regarded as a material change in destinations for this age group .At the same time, the long-term average trends for Overall participation, Higher Education, and Employment all show positive directions of travel that carry some significance. Some judgement around the material impact of these trends (and those noted across the suite of Destinations) should be exercised when taking into account the impact of the reduction in the percentage of those young people whose destination was Unconfirmed, as the percentage margins of change can be small.

Table 3 represents data inclusive of Unconfirmed Destinations that aligns directly with the content of the national publication.

3. Staff - City Development and Regeneration

Table 4. . Corporate Health and Safety Measures – City Development and Regeneration Cluster

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – City Development	0	0	0	0		
H&S Employee Non-Reportable by Cluster – City Development	1	1	0	1		

Table 5. Corporate Employee Measures – City Development and Regeneration Cluster

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Corporate Figure Quarter 1	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – City Development	1.6	2.3	2.7	2.9		7.0	
Establishment actual FTE – City Development	154.3	142.8	142.7	135.0			

Table 6. Absence Due to Illness (City Development and Regeneration) Monthly *

Management Measure	April 2024/25	May 2024/25	June 2024/25
	Value	Value	Value
Average number of working days lost due to sickness absence per FTE – City Development and Regeneration (monthly)	2.6	2.6	2.5

* This newly introduced reporting Measure calculates the averaged working days lost due to sickness absence each month per employee. This is calculated by dividing the total number of working days lost due to sickness absence during the respective month by the average of all FTE staff employed during that same month.

Table 7. Corporate Staff Expenditure Measure – City Development and Regeneration Cluster

4. Finance & Controls – City Development and Regeneration

Performance Measure	Quarter 2 2023/24		Quarter 3 2023/24		Quarter 4 2023/24		Quarter 1 2024/25	
	Value	Status	Value	Status	Value	Status	Value	Status
Staff Expenditure – % spend to full year budget profile – City Development	31.0%							

Strategic Place Planning Cluster

5. Citizen – Strategic Place Planning

2024/25 Service Standards – Strategic Place Planning

Table 8. 2024/25 Service Standard – Strategic Place Planning

Service Standard	Current Status	2024/25 Target
We will maintain independent Excellent Customer Service accreditation		100%

Table 9. Corporate Complaints Handling Measures – Strategic Place Planning

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Quarterly Status	2024/25 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – Strategic Place Planning	4	6	3	2			
% of complaints resolved within timescale stage 1 and 2) – Strategic Place Planning	75%	50%	100%	100%		75%	
% of complaints with at least one point upheld (stage 1 and 2) – Strategic Place Planning	25%	16.7%	0%	0%			




Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Quarterly Status	2024/25 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. of lessons learnt identified (stage 1 and 2) – Strategic Place Planning	1	0	0	0			





Table 10. 2024/25 Service Standards – Building Standards

Service Standard	Current Status	2024/25 Target
We will respond to building warrant applications within 20 working days (see detail below)		90%
We will respond to building warrant approvals within 10 working days (see detail below)		80%

Service Commentary



Publication of National Planning Performance Framework data relating to Service Standards around Planning Development for 2023/24 has been delayed and will now be released by the Scottish Government on the 4th of September 2024.

Table 11. Service Performance Measures – Building Standards

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Long Trend- Quarterly
	Value	Value	Value	Value		
% of building standards applications responded to within 20 working days	97%	99%	96%	97%		
% of building warrant approvals responded to within 10 working days	85%	83%	85%	94%		

6. Processes – Strategic Place Planning

Table 12. Service Activity Measures – Planning Development Management and Building Standards Applications

Activity Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Long Trend- Quarterly
	Value	Value	Value	Value	
Number of Development Management Applications received	312	326	316	322	
Number of Building Standards Applications received	347	317	328	366	

Service Commentary**Table 12. Development Management and Building Standards Applications**

Applications against both streams showed marginal gains in Quarter 1 over the majority of quarterly outcomes in the previous 12 months, with a positive long-term trend. In comparison with the same quarter in 2023/24, where there were 329 Development Applications and 381 Building Standards Applications.

Some caution should be exercised around the projecting of Quarter 1 trends forwards as the commencement of each financial year can release demand from applicants that has been facilitated by the provision of new budgetary provision and can, historically, represent a quarterly peak in annual activity.

7. Staff – Strategic Place Planning

Table 13. Corporate Health and Safety Measures – Strategic Place Planning





Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – Strategic Place Planning	0	0	0	0		
H&S Employee Non-Reportable by Cluster – Strategic Place Planning	0	0	0	0		

Table 14. Corporate Employee Measures – Strategic Place Planning

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Corporate Figure Quarter 1	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – Strategic Place Planning	1.4	1.8	1.8	1.8		7.0	
Establishment actual FTE – Strategic Place Planning	94.1	94.3	93.5	86.7			

Table 15. Absence Due to Illness (Strategic Place Planning) Monthly *

Management Measure	April 2024/25	May 2024/25	June 2024/25
	Value	Value	Value
Average number of working days lost due to sickness absence per FTE – Strategic Place Planning (monthly)	1.7	1.7	1.7

* This newly introduced reporting Measure calculates the averaged working days lost due to sickness absence each month per employee. This is calculated by dividing the total number of working days lost due to sickness absence during the respective month by the average of all FTE staff employed during that same month.



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8. Finance & Controls - Strategic Place Planning

Table 16. Corporate Staff Expenditure Measure – Strategic Place Planning

Performance Measure	Quarter 1 2024/25		Quarter 2 2024/25		Quarter 3 2024/25		Quarter 4 2024/25	
	Value	Status	Value	Status	Value	Status	Value	Status
Staff Expenditure – Spend to budget profile – Strategic Place Planning	24.9%							

Table 17. Service Level Performance Measures – Planning and Building Standard Applications

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status
	Value	Value	Value	Value	
% of budgeted income received from Planning Application fees YTD *	47.8%	93.6%	119.8%	20.1%	
% of budgeted income received from Building Warrant fees YTD	37.8%	57.1%	76.6%	21.3%	

*Excludes fees generated from Pre-Application and Conditions processing activity. As at 30th June 2024, the value of this activity was £10,370 from 48 applications.

Service Commentary

Table 17

Development Applications

Final information against Quarter 1 of 2024/25 is recording income levels similar to those recorded in Quarter 1 of the previous year, although the latter represents a slightly lower proportion of the full year budget recorded at the same point in the prior fiscal year (24.6%) as a result of an increased full year income expectation in 2024/25. Early Quarter 2 data, as at July, indicates cumulative income levels above that in 2023/24 , which match the YTD budget profile.

Building Warrant Applications

Data covering Quarter 1 of 2024/25 is showing some improvement in terms of income relative to the same period in 2024/25, with £307,261 credited to the budget line. In 2023/24, the cumulative figure to date was £217,467 representing 17.3% of the full year budget, whilst this year's Quarter 1 figure represents just over 21% of the current year budget, As with Development Applications, cumulative income levels at the end of July, were ahead of the same point in 2023/24 (+35.1%) but still short of the budget profile at that point.

Capital Cluster

9.Citizen - Capital

Table 18. Corporate Complaints Handling Measures - Capital

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Quarterly Status	2024/25 Target	Long Trend – Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – Capital	9	16	7	5			
% of complaints resolved within timescale stage 1 and 2) – Capital	66.7%	68.75%	71.4%	20%		75%	
% of complaints with at least one point upheld (stage 1 and 2) – Capital	33.3%	18.75%	28.6%	80%			
Total No. of lessons learnt identified (stage 1 and 2) – Capital	3	0	1	0			

Service Commentary

Table 18.

The Quarter 1 outcome for complaint resolution is below target, due to the complexity of a number of the complaints received, and necessary involvement of several internal and external respondents. By means of an example, as each tranche of new build properties are released/occupied, the service will be required to address complaints which would be classed as ‘snagging issues’ which require the input of contractors, that can delay complaint resolution times. The rolling year trend for this measure is improving, although below the 75% aim. As at Quarter 1 2024/25, 62% of received complaints were responded to within timescale, against a background of a greater number of complaints. At the same point in 2023/24, this figure was 57%.

10. Processes = Capital

2024/25 Service Standards

Service Commentary

Performance and progress related to delivery against Capital projects, and 2024/25 Service Standards (below) including new builds, is directly captured within separate reports within the remit of this Committee.

2024/25 Service Standards

We will ensure that the scope for the design development and construction of approved programmes/projects is in accordance with specifications required to deliver best value and meet environmental and building quality standards.

We will ensure all capital projects have gate stage reviews completed in accordance with our project management governance protocols.

11. Staff - Capital

Table 19. Corporate Health and Safety Measures - Capital

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Quarterly Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable – Capital	0	0	0	0		
H&S Employee Non-Reportable – Capital	0	0	0	0		

Table 20. Corporate Employee Measures - Capital

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Corporate Figure Quarter 1	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – Capital	3.0	2.6	1.7	0.72		7.0	
Establishment actual FTE – Capital	64.7	64.3	66.4	62.1			

Table 21. Absence Due to Illness (Capital) Monthly *

Management Measure	April 2024/25	May 2024/25	June 2024/25
	Value	Value	Value
Average number of working days lost due to sickness absence per FTE – Capital (monthly)	1.4	1.1	0.7

* This newly introduced reporting Measure calculates the averaged working days lost due to sickness absence each month per employee. This is calculated by dividing the total number of working days lost due to sickness absence during the respective month by the average of all FTE staff employed during that same month

12.Finance & Controls - Capital

Table 22. Corporate Staff Expenditure Measure - Capital

Performance Measure	Quarter 1 2024/25		Quarter 2 2024/25		Quarter 3 2024/25		Quarter 4 2024/25	
	Value	Status	Value	Status	Value	Status	Value	Status
Staff Expenditure – % spend to YTD budget profile – Capital	16.7%							

CORPORATE SERVICES FUNCTION

Governance Cluster

Corporate Measures data for Quarter 1 reflect the full incorporation of Community Safety, and Protective Services delivery, and data, within the new Governance Cluster structure reporting, This data will not, in some instances, be directly comparable with prior quarterly information, (highlighted) and does not enable the generation of system-based long trend information at this point in time.








13. Citizen - Governance

Table 23. Corporate Complaints Handling Measures – Governance

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	2024/25 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – Governance	3	2	4	15			
% of complaints resolved within timescale stage 1 and 2) – Governance	100%	100%	100%	73.3%		75%	
% of complaints with at least one point upheld (stage 1 and 2) – Governance	0%	0%	100%	33.3%			
Total No. of lessons learnt identified (stage 1 and 2) – Governance	0	0	0	0			

14 Processes - Governance

Table 24. 2024/25 Service Standards – Governance

Service Standard Measure	Current Status	2024/25 Target
.% of requests for review acknowledged within 14 days (Local Review Body)		100%
% of Civic licensing complaints acknowledged within 24 working hours.		95%
% of Civic licensing complaints investigated within 10 working days		100%
% of Civic Licence Applications determined within 9 months of a valid application		100%
% of Hearings to determine a Premises Licence application or Variation application within 119 days of the last date for representations.		100%
% of Decision Letters for alcohol applications issued within 7 days of Board meeting		100%
Personal Licence issued within 28 days of date of grant		100%

Service Commentary
<p>Table 24</p> <p>The Standards above capture outcomes arising from Legal and Democratic teams delivery, aligning with the previous Governance organisational heading, Service specific Standards and measures for Community Safety, and Protective Services delivery are currently reflected in ‘parent Committee’ reporting to the Communities. Housing and Public Protection Committee.</p>

15. Staff - Governance

Table 25 . Corporate Health and Safety Measures – Governance

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Long Trend - Quarterly
	Value	Value	Value	Value		

H&S Employee Reportable by Cluster – Governance	0	0	0	0		
H&S Employee Non-Reportable by Cluster – Governance	0	0	0	0		

Table 26. Corporate Employee Measures - Governance

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Corporate Figure Quarter 1	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost to absence per FTE (12 month rolling figure) – Governance	2.4	2.7	2.3	1.7		7.0	
Establishment actual FTE – Governance	59.9	58.5	59.1	158.3			

S

Table 27. Absence Due to Illness (Governance) Monthly *

Management Measure	April 2024/25	May 2024/25	June 2024/25
	Value	Value	Value
Average number of working days lost due to sickness absence per FTE – Governance (monthly)	0.51	0.71	0.36

* This newly introduced reporting Measure calculates the averaged working days lost due to sickness absence each month per employee. This is calculated by dividing the total number of working days lost due to sickness absence during the respective month by the average of all FTE staff employed during that same month.

16.Finance and Controls - Governance

.Table 28. Corporate Staff Expenditure Measure - Governance

Performance Measure	Quarter 1 2024/25		Quarter 2 2024/25		Quarter 3 2024/25		Quarter 4 2024/25	
	Value	Status	Value	Value	Value	Status	Value	Status
Staff Expenditure – % spend to budget profile – Governance	25.9%							

Commercial and Procurement Cluster

17. Citizen- Commercial and Procurement

Table 29. Corporate Complaints Handling Measures – Commercial and Procurement

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	2024/25 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – Commercial and Procurement	0	0	0	0			
% of complaints resolved within timescale stage 1 and 2) – Commercial and Procurement	NA	NA	NA	NA		75%	
% of complaints with at least one point upheld (stage 1 and 2) – Commercial and Procurement	NA	NA	NA	NA			
Total No. of lessons learnt identified (stage 1 and 2) – Commercial and Procurement	NA	NA	NA	NA			

18. Processes - Commercial and Procurement

Table 30. 2024/25 Service Standards – Commercial and Procurement

Service Standard	Status	Target
We will publish Quarterly contract pipelines for each fiscal year online after the Council Budget is set.		100%
We will ensure that all contracts above £50K in value can be tracked to show community, local economic and environmental benefits.		100%
We will ensure that all contracts above £50K have standard clauses to require providers to demonstrate commitments towards carbon reduction and efficiency.		100%
We will provide procurement compliance reports to the Risk Board on a quarterly basis, reporting any exceptions and corrective actions taken.		100%

19. Staff - Commercial and Procurement

Table 31. Corporate Health and Safety Measures – Commercial and Procurement





Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable - Commercial and Procurement	0	0	0	0		
H&S Employee Non-Reportable – Commercial and Procurement	0	0	0	0		

Table 32. Corporate Employee Measures – Commercial and Procurement




Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Quarterly Status	Corporate Figure Quarter 1	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – Commercial and Procurement	1.5	1.4	1.3	1.1		7.0	
Establishment actual FTE – Commercial and Procurement	45.1	44.2	45.95	42.66			

Table 33. Absence Due to Illness (Commercial and Procurement) Monthly *

Management Measure	April 2024/25	May 2024/25	June 2024/25
	Value	Value	Value
Average number of working days lost due to sickness absence per FTE – Commercial and Procurement (monthly)	0.4	0.35	0.19

* This newly introduced reporting Measure calculates the averaged working days lost due to sickness absence each month per employee. This is calculated by dividing the total number of working days lost due to sickness absence during the respective month by the average of all FTE staff employed during that same month.

20. Finance and Controls - Commercial and Procurement

Table 34. Corporate Staff Expenditure Measure – Commercial and Procurement

Performance Measure	Quarter 1 2024/25		Quarter 2 2024/25		Quarter 3 2024/25		Quarter 4 2024/25	
	Value	Status	Value	Status	Value	Status	Value	Status

Staff Expenditure – % spend to full year budget profile – Commercial and Procurement	26.5%							
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Service Commentary

Table 34.

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

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

Data Insights (HDRCA) Cluster

21. Citizen – Data Insights

Table 35. Cluster Level 2024/25 Service Standards – Data Insights





Performance Measure	Current Status	2024/25 Target
We will schedule monthly data forums with Council colleagues and deliver data products in line with timeframes agreed by the Forums.		100%

Table 36. Corporate Complaints Handling Measures – Data Insights

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Quarterly Status	2024/25 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – Data Insights	0	0	0	0			
% of complaints resolved within timescale stage 1 and 2) – Data Insights	NA	NA	NA	NA	NA	75%	

% of complaints with at least one point upheld (stage 1 and 2) – Data Insights	NA	NA	NA	NA			
Total No. of lessons learnt identified (stage 1 and 2) – Data Insights	NA	NA	NA	NA			

22. Processes - Data Insights

Table 37. Service Standards Measure – Data Insights

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
% Reported Data Protection incidents receiving an initial response within 24 business hours (weekdays)	100%	100%	100%	100%		

23. Staff - Data Insights

Table 38. Corporate Health and Safety Measures – Data Insights

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – Data Insights	0	0	0	0		
H&S Employee Non-Reportable by Cluster – Data Insights	0	0	0	0		

Table 39. Corporate Employee Measures – Data Insights

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Corporate Figure Quarter 1	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – Data Insights	1.7	1.7	2.1	2.7		7.0	
Establishment actual FTE – Data Insights	32.49	32.49	32.49	31.49			

Service Commentary

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

Table 40. Absence Due to Illness (Data Insights) Monthly *


Management Measure	April 2024/25	May 2024/25	June 2024/25
	Value	Value	Value
Average number of working days lost due to sickness absence per FTE – Data Insights (monthly)	1.54	1.83	0.94

* This newly introduced reporting Measure calculates the averaged working days lost due to sickness absence each month per employee. This is calculated by dividing the total number of working days lost due to sickness absence during the respective month by the average of all FTE staff employed during that same month.

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24. Finance and Controls - Data Insights

Table 41. Corporate Staff Expenditure Measure – Data Insights

Performance Measure	Quarter 1 2024/25		Quarter 2 2024/25		Quarter 3 2024/25		Quarter 4 2024/25	
	Value	Status	Value	Value	Value	Status	Value	Status
Staff Costs - % spend to budget Profile - Data Insights	22,2%							

Finance Cluster

25. Citizen - Finance

Table 42. Corporate Complaints Handling Measures – Finance

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	2024/25 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – Finance	2	0	2	1			
% of complaints resolved within timescale stage 1 and 2) – Finance	100%	NA	50.0%	0%		75%	
% of complaints with at least one point upheld (stage 1 and 2) – Finance	0%	NA	0%	100%			
Total No. of lessons learnt identified (stage 1 and 2) – Finance	2	NA	0	1			

Service Commentary

Table 42.

There was a single complaint received in Quarter 1 which was responded to 4 days after the prescribed timescale due to the necessary involvement of multiple service responses.

26. Processes - Finance

Table 43. 2024/25 Service Standards – Finance

Performance Measure	Quarterly Status	2024/25 Target
We will provide budget holder meetings across all Council service areas no less than once a quarter (no to be determined based on risk).		100%
We will process care income assessments within 40 days once all relevant information is received from Care Management.		100%
We will pay creditor invoices within 30 days.(Year to Date)		90%
We will send outstanding debt details to the Sheriff Officer no less than quarterly, once our internal collection processes have been exhausted.		100%

Table 44. Service Level Quarterly Performance Measure – Invoice Payment Processing

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	2024/25 Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Percentage of invoices sampled that were paid within 30 days	94.6%	91.0%	91.0%	94.6%		90%	

27. Staff - Finance

Table 45. Corporate Health and Safety Measures - Finance

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable – Finance	0	0	0	0		
H&S Employee Non-Reportable– Finance	0	0	0	0		

Table 46. Corporate Employee Measures - Finance

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Corporate Figure Quarter 1	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – Finance	0.4	0.4	0.7	1.5		7.0	
Establishment actual FTE – Finance	93.86	92.39	92.1	92.1			

Table 47. Absence Due to Illness (Finance) Monthly *

Management Measure	April 2024/25	May 2024/25	June 2024/25
	Value	Value	Value
Average number of working days lost due to sickness absence per FTE – Finance (monthly)	0.8	0.8	0.9

* This newly introduced Measure calculates the averaged working days lost due to sickness absence each month per employee. This is calculated by dividing the total number of working days lost due to sickness absence during the respective month by the average of all FTE staff employed during that same month.

28. Finance & Controls - Finance

Table 48. Corporate Staff Expenditure Measure - Finance

Performance Measure	Quarter 1 2024/25		Quarter 2 2024/25		Quarter 3 2024/25		Quarter 4 2024/25	
	Value	Status	Value	Status	Value	Status	Value	Status
Staff Expenditure – % spend to budget profile – Finance	22.9%							

People and Citizen Services Cluster

Corporate Measures data for Quarter 1 reflects the full amalgamation of the previous People and Organisational Development and Customer Cluster delivery, and data, within the new People and Citizen Services Cluster reporting. This data will not, in some instances, be directly comparable with prior quarterly information, (highlighted) or enable the generation of system-based trend information at this point in time

29. Citizen – People and Citizen Services

Table 49. Corporate Complaints Handling Measures – People and Citizen Services

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – People and Citizen Services	88	89	129	121			
% of complaints resolved within timescale stage 1 and 2) – People and Citizen Services	93.1%	93.6%	96.1%	94.2%		75%	

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Target	Long Trend - Quarterly
	Value	Value	Value	Value			
% of complaints with at least one point upheld (stage 1 and 2) – People and Citizen Services	43.2%	33.7%	34.1%	29.8%			
Total No. of lessons learnt identified (stage 1 and 2) – People and Citizen Services	3	1	5	2			

30.Processes - People and Citizen Services

Table 50. Cluster Level 2024/25 Service Standards – Quarterly Measures (People)

Performance Measure	Status	2024/25 Target
We will complete evaluation panels upon receipt of all completed and verified documentation within an average of 15 working days for each individual job, in relation to Job Evaluation.		100%
We will allocate an investigating officer, when required, within 5 days of P&OD receiving complete paperwork from the commissioning manager.		100%
We will allocate a People and Organisation advisor to formal casework within 5 working days.		100%
We will make initial contact with redeployees within 5 working days of redeployment confirmation.		100%

Service Commentary

Table 50.

Those Standards and measures relating to Citizen Services are presently reported through the ‘parent committee’ Communities, Housing and Public Protection Committee on a regular basis

31,Staff - People and Citizen Services

Table 51. Corporate Health and Safety Measures – People and Citizen Services

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – People and Citizen Services	0	0	0	0		
H&S Employee Non-Reportable by Cluster – People and Citizen Services	0	0	0	0		

Table 52. Corporate Employee Measures - People and Citizen Services

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Corporate Figure Quarter 1	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – People and Citizen Services	0.8	1.5	2.4	4.4		7.0	
Establishment actual FTE – People and Citizen Services	31.18	31.18	32.18	352.68			

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Table 53. Absence Due to Illness (People and Citizen Services) Monthly *

Management Measure	April 2024/25	May 2024/25	June 2024/25
	Value	Value	Value
Average number of working days lost due to sickness absence per FTE – People and Citizen Services (monthly)	0.93	1.0	0.94

* This newly introduced reporting Measure calculates the averaged working days lost due to sickness absence each month per employee. This is calculated by dividing the total number of working days lost due to sickness absence during the respective month by the average of all FTE staff employed during that same month.

32.Finance & Controls - People and Citizen Services

Table 54. Corporate Staff Expenditure Measure – People and Citizen Services

Performance Measure	Quarter 1 2024/25		Quarter 2 2024/25		Quarter 3 2024/25		Quarter 4 2024/25	
	Value	Status	Value	Status	Value	Status	Value	Status
Staff Expenditure – % spend to full year budget profile – People and Citizen Services	23.4%							

FAMILY AND COMMUNITIES FUNCTION

Corporate Landlord Cluster

Corporate Measures data for Quarter 1 (highlighted) reflect the full incorporation of Building Services and Facilities Management delivery, and data, within Corporate Landlord Cluster reporting. This data will not, in some instances, be directly comparable with prior quarterly information, or enable the generation of system-based long trend information at this point in time.

33. Citizen – Corporate Landlord

2024/25 Service Standards

Service Commentary

There are a number of citizen themed Service Standards outlined for 2024/25 relating to accessibility, and quality of provision around public buildings and education settings as outlined below. For consistency and capability of interpretation, data around Service Standards and Measures linked to the Corporate Landlord Cluster will be reflected against on an annual basis in PMF reporting, within the Cluster’s SPI reporting, and as and when related national publications e.g. Condition and Suitability Statistics, are released.

2024/25 Service Standards

We will work to ensure that our public buildings, which have been awarded a dispensation, meet accessibility requirements under the Equality Act 2010.

We will work to ensure that our public buildings achieve a condition rating of C or better.

We will work to ensure that our buildings achieve a suitability rating of C or better.

We will work to ensure minimal disruption to schools and ELC provisions due to building defects / extreme weather/ health & safety issues

Table 46 . Corporate Complaints Handling Measures – Corporate Landlord

Performance Measure	Quarter 2 2024/25	Quarter 3 2024/25	Quarter 4 2024/25	Quarter 1 2024/25	Status	Target	Long Trend - Quarterly
	Value	Value	Value	Value			
Total No. complaints received (stage 1 and 2) – Corporate Landlord	6	11	16	113			
% of complaints resolved within timescale stage 1 and 2) – Corporate Landlord	16.7%	81.1%	43.8%	85%		75%	
% of complaints with at least one point upheld (stage 1 and 2) – Corporate Landlord	33.3%	45.5%	18.8%	43.4%			
Total No. of lessons learnt identified (stage 1 and 2) – Corporate Landlord	0	0	0	0			

34.Processes - Corporate Landlord

Service Commentary

There are a number of process and quality related Service Standards attached to this Cluster. For consistency and capability of interpretation, data around Service Standards and Measures linked to this theme will be reflected against on an annual basis in PMF reporting, within the Cluster's SPI reporting, and as and when related national publications enable benchmarking of performance.

2024/25 Service Standards

- We will complete statutory maintenance works on public buildings in accordance with the legal duties.
- We will complete statutory maintenance works on council houses in accordance with the legal duties.
- We will work towards all public buildings having an Energy Performance Certificate rating of C or better.
- We will work towards school occupancy at 85%-95% for primary schools and secondary schools.

Monitoring of management level information relating to these Standards and Measures will be undertaken throughout the year to ensure that delivery is on course to meet projected year outcomes and targets.

35.Staff - Corporate Landlord

Table 55. Corporate Health and Safety Measures – Corporate Landlord

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Status	Long Trend - Quarterly
	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – Corporate Landlord	0	0	0	1		
H&S Employee Non-Reportable by Cluster – Corporate Landlord	0	0	0	6		

Table 56. Corporate Employee Measures – Corporate Landlord

Performance Measure	Quarter 2 2023/24	Quarter 3 2023/24	Quarter 4 2023/24	Quarter 1 2024/25	Quarterly Status	Corporate Figure Quarter 1	Long Trend - Quarterly
	Value	Value	Value	Value			
Average number of total working days lost per FTE (12 month rolling figure) – Corporate Landlord	1.0	0.7	0.2	6.4		7.0	
Establishment actual FTE – Corporate Landlord	59.2	57.2	55.2	962.4			


Table 57. Absence Due to Illness (Corporate Landlord) Monthly *

Management Measure	April 2024/25	May 2024/25	June 2024/25
	Value	Value	Value
Average number of working days lost due to sickness absence per FTE – Corporate Landlord (monthly)	1.58	1.85	1.59

* This newly introduced reporting Measure calculates the averaged working days lost due to sickness absence each month per employee. This is calculated by dividing the total number of working days lost due to sickness absence during the respective month by the average of all FTE staff employed during that same month.





36. Finance & Controls - Corporate Landlord




Table 49. Corporate Staff Expenditure Measure – Corporate Landlord

Performance Measure	Quarter 1 2024/25		Quarter 2 2024/25		Quarter 3 2024/25		Quarter 4 2024/25	
	Value	Status	Value	Status	Value	Status	Value	Status
Staff Expenditure – % spend to YTD budget profile – Corporate Landlord	25.8%							

Appendix Data Notes

- Complaints: Complaints handling data should be viewed in the round across each of the four measures in terms of the performance of individual Clusters. Targets are set in line with Ombudsman guidance as reportable annualised measures for the Council as a whole without adjustment for seasonal operational ,and external influences, and some natural variation from the target figure from one quarter to another can arise as a result of this.
- Absence Management: An element of caution requires to be applied around interpretation of the trend data relating to increases in absence data around those services with a smaller FTE complements as a minimal number of medium to long term absences can materially affect the average working days lost at Service levels. It is also useful to appreciate that (a) 12 month rolling data may not reflect the immediacy of effect that is delivered through the implementation of management actions within individual quarterly periods and, (b) Absence data throughout this report reflects robust calculations of FTE based absence but with recognition that minimal variances in accuracy can arise in longitudinal and service comparisons where part time/variable hours working contracts are more common. The impact of this technical/statistical issue has been assessed as producing a marginal inflationary effect on absence levels within Services where a greater proportion of these types of contract are appropriate to effective service delivery.
- Staff Costs: Staffing costs referred to throughout this Appendix exclude adjustments for the corporate vacancy factor.
- Long Term Data Trends are based on the average of 12 monthly, 4 quarterly and 3 annual periods respectively.

PI Status	
	Alert – more than 20% out with target/ benchmarked figure and being actively pursued
	Warning – between 5% and 20% out with target/ benchmarked figure and being monitored
	OK – within limits of target/benchmarked figure
	Data Only

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

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	12 September 2024
EXEMPT	<p>Appendices B, C and D have a private version which are exempt under paragraph 8:</p> <p>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.'</p>
CONFIDENTIAL	No
REPORT TITLE	Condition & Suitability 3 Year Programme
REPORT NUMBER	F&C/24/263
DIRECTOR	Eleanor Sheppard
CHIEF OFFICER	Stephen Booth
REPORT AUTHOR	Andrew Jones
TERMS OF REFERENCE	1.1.5, 1.1.8, 4.1

1. PURPOSE OF REPORT

- 1.1 This report seeks approval of an updated 3-year Condition and Suitability (C&S) Programme.

2. RECOMMENDATION(S)

That the Committee:-

- 2.1 Notes the projects completed or legally committed to date in 2024/25 as shown in Appendix A;
- 2.2 Notes the currently approved projects and approves the amended estimated budgets for each project as shown in Appendix B;
- 2.3 Approves the new projects listed in Appendix C for inclusion in the Condition & Suitability Programme, approves the estimated budget for each project, and delegates authority to the Chief Officer - Capital, following consultation with the Chief Officer - Commercial and Procurement Services, to: consider and approve procurement business cases for each of these projects for the purposes of Procurement Regulation 4.1.1.2; and thereafter to procure appropriate works and services, and enter into any contracts necessary for the projects without the need for further approval from any other Committee of the Council;
- 2.4 Approves the removal of the projects listed in Appendix D; and

- 2.5 Delegates authority to the Chief Officer - Corporate Landlord, following consultation with the Capital Board and the Convener and Vice-Convener of this Committee, to amend the C&S Programme should priorities change due to unforeseen circumstances during the year, with such changes to be reported retrospectively to the Committee.

3. CURRENT SITUATION

- 3.1 This report brings together, for Members' approval, the proposed 3-year Condition & Suitability (C&S) Programme (2024/25 – 2026/27) for the condition and suitability works on the Council's General Fund property portfolio. This report seeks approval of the revised 3-year programme.
- 3.2 The total profiled budget allocation for the 3 years, which was approved at the Council Budget meeting in March 2024, is £26.292m. The programme was prepared utilising detailed property information gathered as part of ongoing workstreams, and after discussions with relevant Council services.

Proposed 3 Year Programme

- 3.3 Projects with a value of £2.761m have already been completed to date or are legally committed in 2024/25. The completed and legally committed projects are detailed in **Appendix A**.
- 3.4 A further £16.661m is allocated to currently approved projects as shown in **Appendix B**. A confidential version of Appendix B is included within today's confidential reports, which details the approximate cost for each project and the revised budgets where applicable.
- 3.5 As certain projects have progressed through the detailed scoping and feasibility stage, it is evident that an enhanced scope of work is highly desirable or indeed essential. The budgets currently allocated will not cover the enhanced scope of works. As such additional budget allocations are required. An additional £1.855m needs to be allocated as shown in Appendix B, which can be accommodated within the overall C&S funding.
- 3.6 The above allocations leave £4.315m available for new projects to allow the condition and suitability work to progress. The proposed programme is contained in **Appendix C**. A confidential version of Appendix C is included within today's confidential reports section, which details the estimated cost for each project.
- 3.7 £0.7m has been left unallocated. The recommendation is for this to be used as a reserve fund which can address increased budgetary demands for individual projects or be allocated to urgent projects not previously identified. The reserve fund will also be required to address the impact of construction inflation and building material shortages on projects. Over the last 12 months the reserve fund was used for the following projects:-

- Winter Gardens – Boiler Plant Replacement (new project)
- Kingswells School – Boiler Plant Replacement (new project)
- Northfield Swimming Pool – Extension (additional budget)
- Bucksburn Depot – Toilet Refurbishment (additional budget)
- Old Aberdeen House – Gas Fired Water Heater Repairs (new project)
- Dyce Academy – Main Entrance Improvements (additional budget)

3.8 In addition to the in-year approval of budgets for the projects listed in 3.7, projects were removed in line with the 2023 Committee approved recommendations. These projects were:-

- Loirston School – Electrical switchboard panel
- Central Library – Replacement floors
- Ferryhill School – Replacement windows
- St Machar Academy – Toilet refurbishment
- Old Aberdeen House – Replacement windows & climate control

3.9 The proposed allocation of the £26.292m is shown below:-

Budget Requirement	Allocation
Projects Completed or Legally Committed	£2.761m
Currently Approved Projects	£16.661m
Additional Budget for Existing Projects	£1.855m
New Projects	£4.315m
Reserve Fund	£0.7m
Total	£26.292m

3.10 Included within the budget requirements for the overall programme, a combined sum of £481k has been identified for minor works. These works are primarily related to health and safety, asbestos removal and Equality Act projects. This allocation requires to be flexible as works often have to be carried out at short notice to address accessibility or health and safety issues, or to remove asbestos after it has been identified.

3.11 The projects shown within **Appendix D** are recommended for removal from the programme. The reasons for doing so are also shown in the Appendix. A confidential version of Appendix D is included within today's confidential reports section, which details the estimated cost for each project.

3.12 Potential projects for future programmes, which require further investigation to establish a clear scope of works and reliable estimated costs, have been identified and are shown in **Appendix E**. Work on scoping and costing these projects will be carried out over the course of this year, with a view to them being considered for inclusion in next year's programme. The scoping work will be funded from the Development Budget which has been included within the programme, and will help ensure that the budget estimates for these more complex projects have a greater degree of accuracy in the future. This should reduce the frequency of tender costs exceeding budget allocations, and the requirement for mid-year change requests to re-allocate funds and increase individual project budgets.

- 3.13 It should be noted that Appendix E is not a definitive list of potential condition and suitability projects. The projects on this list could also be brought forward in some instances, should it not be possible to implement any of the projects on the primary list, or should a statutory requirement arise.
- 3.14 Ongoing workstreams associated with the Transformation Programme, the City Centre / Beach Masterplans and the School Estate Plan will lead to changes to the asset portfolio. This may mean that further projects will be removed from the C&S programme. This could also create additional investment requirements for potential inclusion in the programme.

Procurement Procedures

- 3.15 When inviting tenders or entering into contracts for the C&S Programme, Aberdeen City Council Procurement Regulations 4.1.1.1 and 4.1.1.2 will be followed, as described below:
- 3.16 4.1.1.1. Contract Value below £50,000 (supplies/services), £250,000 (works) or £4.5m (concessions): *Subject to budget approval, the relevant Chief Officer may give authority to conduct any procurement where the estimated Contract Value is below £50,000 (supplies/services) or £250,000 (works), and following consultation with the Co-Leaders of the Council or Convener of the Finance and Resources Committee, the Head of Commercial and Procurement may give authority to conduct any procurement where the estimated Contract Value of a Concession Contract is below £4.5m. Such procurements shall be undertaken by a Delegated Procurer in line with Section 4.3 of these Procurement Regulations.*
- 3.17 4.1.1.2. Contract Value above £50,000 (supplies/services) £250,000 (works), or £4.5m (concessions): *Contracts with an estimated Contract Value of above these thresholds shall be listed on the workplan to be submitted by the relevant Director or Chief Officer in accordance with Procurement Regulation 14.6. Each individual contract will also require a Business Case (conforming to a template approved by the Head of Commercial and Procurement) to be submitted by the relevant Chief Officer to the Council or the Finance and Resources Committee as appropriate or where the contract relates to a capital project that is already part of the Capital Programme, to the Director of Resources.*
- 3.18 The majority of the projects are below the £250k (works) limit and will be procured under regulation 4.1.1.1. Around 24 projects are estimated to be greater than £250k and would therefore require a procurement business case. If recommendation 2.3 in this report is accepted, the procurement of those projects will be approved through that route. Should the recommendation not be accepted then they will be procured under regulation 4.1.1.2. Therefore a procurement business case would be submitted for approval as part of an appropriate update of the Resources workplan.

Monitoring and Reporting of Programme

- 3.19 Monitoring of the programme will be carried out in line with the capital monitoring procedures. This includes regular progress reports to the Capital Board chaired by the Chief Officer - Capital. In addition, progress will be reported to the Finance & Resources Committee.
- 3.20 An annual report to this Committee will be required to add a further year to the programme and revise any individual budgets if necessary. Changes to the programme will be reported in line with recommendation 2.5.
- 3.21 Monitoring and reporting of the workplan is performed by this Committee, with the annual workplan being updated prior to the commencement of each new financial year, and updates to the workplan submitted as required throughout the year.

Property Asset Management Policy and Statutory Performance Indicators

- 3.22 The approved Property and Estates Strategy has the following strategic aim for property assets:-

“The Council will provide property, working with partners, where appropriate, which supports the Council in the delivery of quality services by being fit for purpose, accessible, efficient, suitable, sustainable and delivered within budget constraints”.

- 3.23 In terms of Condition and Suitability this means that the aim is to have all assets rated A or B for Condition and A or B for Suitability. In addition, publicly accessible buildings are targeted for A or B ratings for accessibility. The definitions of the gradings are contained in **Appendix F**.
- 3.24 Targets for improving the percentage of assets in satisfactory condition/suitability and reducing the required maintenance levels are reported through the Statutory Performance Indicators (SPI). This programme along with the rationalisation of our portfolio and property related capital projects will provide the main tools for meeting these targets. **Appendix G** of this report provides the SPI definitions and graphical representation of the trends across the last 5 years.

4. FINANCIAL IMPLICATIONS

- 4.1 Expenditure will be in accordance with the Council's approved General Fund Capital budget. The budget identified in years 1-5 in the Capital programme for the Condition & Suitability (C&S) programme is £42,292,000, with £26,292,000 currently allocated to years 1-3.
- 4.2 To manage unexpected costs or additional works that may be required a reserve fund budget of £0.7m is included within the programme. This budget will be used to accommodate increased budgetary requirements or urgent projects not previously identified.

4.3 There will be flexibility within the 3-year programme for approved projects to move between financial years, however the overall spend will remain within the total budgeted profile.

5. LEGAL IMPLICATIONS

5.1 All contracts to be tendered shall be done so in accordance with the ACC Procurement Regulations and the applicable legislation.

6. ENVIRONMENTAL IMPLICATIONS

6.1 Approximately half of the proposed C&S programme is made up of projects that will contribute positively to improving the environmental performance and climate resilience of the Council's assets. These are indicated in Appendices B & C. The majority of these projects are window/door replacements, heating replacements, lighting replacements and roof replacements.

6.2 The priority scoring matrix for assessing projects includes scoring of projects on Emissions Reduction and Climate Resilience/Adaptation.

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	Many projects are required to make assets safe. If projects are not completed issues could occur.	Appropriate prioritisation of projects. Committee approval to add projects as per recommendation 2.5.	L	Yes
Operational	Assets are required to support service delivery. If	Appropriate prioritisation of projects. Committee approval to add projects as per recommendation 2.5.	L	Yes

	projects are not completed the delivery of services could be affected.			
Financial	Total cost of projects is greater than available budget.	Appropriate budget monitoring. Contingency of £700k made available.	L	Yes
Reputational	The increased budget requirements for projects shown in Appendix B could be perceived negatively by the public and/or press.	The reasons for the budget changes are explained within the appendix.	L	Yes
Environment / Climate	Investment in assets may not positively impact on the environment.	Careful specification of equipment, materials and components.	L	Yes

8. OUTCOMES

COUNCIL DELIVERY PLAN 2023-2024	
Impact of Report	
Aberdeen City Council Policy Statement	The proposals in this report have no impact on the Council Delivery Plan.
Aberdeen City Local Outcome Improvement Plan 2016-26	
Prosperous Economy Stretch Outcomes	The proposals in this report have no impact on the Prosperous Economy Stretch Outcomes.
Prosperous People Stretch Outcomes	The proposals in this report have no impact on the Prosperous People Stretch Outcomes.
Prosperous Place Stretch Outcomes	The proposals in this report have no impact on the Prosperous People Stretch Outcomes Prosperous Place Stretch Outcomes.

Regional and City Strategies	The proposals within this report supports the approved Property and Estates Strategy strategic outcomes in particular 'Assets will be fit for purpose, in appropriate condition and with appropriate utilisation' and 'Assets will be environmentally sustainable'.
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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 27/08/24.
Data Protection Impact Assessment	Not required
Other	None

10. BACKGROUND PAPERS

10.1 Finance & Resources Committee, 13 September 2023: *Condition & Suitability 3 Year Programme* – RES/23/276

11. APPENDICES

11.1 Appendix A – Complete or Committed Projects

11.2 Appendix B – Currently Approved Projects

11.3 Appendix C – Proposed New Projects

11.4 Appendix D - Projects to be Removed

11.4 Appendix E – Future Projects for Scoping

11.5 Appendix F – Grading Definitions

11.6 Appendix G – SPI Tables

12. REPORT AUTHOR CONTACT DETAILS

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Appendix A - Complete or Committed

Asset	Property Type	Proposed Works	Notes	Cost in 2024/25	Financial Year
Abbotswell Primary School	School-Primary	Window replacement phase 2.	Committed	£ 333,000	2024/25
Aberdeen Crematorium	Crematorium	Resurface of West Chapel car park. Replacement path surface to front of building. Replacement of lighting bollards on path with more robust type.	Committed	£ 194,000	2024/25
Bridge Of Don Library	Library	Roof, window and external doors replacements.	Committed	£ 113,000	2024/25
Bucksburn Depot	Depot	Replacement perimeter fencing and entrance gate.	Committed	£ 49,000	2024/25
Central Library	Library	Replacement carpeting of floor coverings at various locations.	Completed	£ 3,000	2023/24
Childrens Home 2 Gilbert Road	Childrens Home	Kitchen refurbishment. Replace existing kitchen and utility room including Cooker and hood, flooring and lighting	Committed	£ 2,000	2023/24
Cults Primary School	School - Primary	Toilet refurbishments.	Committed	£ 184,000	2024/25
Dyce Academy	School-Secondary	Improvements to Front Entrance (accessibility works).	Committed	£ 83,000	2024/25
Dyce Community Centre	Community Learning Centre	Remaining window replacements to block C.	Completed	£ 188,000	2024/25
Fergus House	Home For the Elderly	Replacement boundary fence	Committed	£ 3,000	2024/25
Grove Cemetery Depot	Depot	Install permanent toilet facilities.	Completed	£ 1,000	2024/25
Hanover Street School	School-Primary	Replacement flooring and treads to stairwells.	Committed	£ 24,000	2024/25
Kingswells Primary School	School-Primary	Replacement of 2 boilers.	Completed	£ -	2023/24
Nellfield Cemetery Depot	Depot	New welfare modular unit. Demolish existing buildings.	Committed	£ 108,000	2024/25
Newhills Churchyard Cemetery Depot	Depot	New welfare modular unit. Demolish existing buildings.	Committed	£ 103,000	2024/25
Northfield Swimming Pool		Additional budget requirement approved by Change Request	Committed	£ 73,000	
Powis Community Centre	Leased Community Centre	Window upgrade/refurbishment.	Committed	£ 149,000	2024/25

Appendix A - Complete or Committed

Asset	Property Type	Proposed Works	Notes	Cost in 2024/25	Financial Year
Rosemount Community Centre	Community Learning Centre	Fire escape improvements at ground floor gym.	Completed	£ 3,000	2023/24
Springbank Cemetery Depot	Depot	New welfare modular unit. Demolish existing buildings.	Committed	£ 86,000	2024/25
St Josephs R. C. School	School - Primary	Tanking of basement to reduce flooding risk. Phase 1.	Committed	£ 101,000	2024/25
St Josephs R. C. School	School-Primary	Window replacement phase 2.	Committed	£ 5,000	2024/25
St Josephs R. C. School	School - Primary	Final phase of toilet refurbishments.	Committed	£ 186,000	2024/25
The Jesmond Centre	Sports Centre	Installation of bird proof netting to roof structure.	Committed	£ 52,000	2024/25
Torry Community Centre	Leased Community Centre	Windows replacement, re-render walls and replace downpipes/gutters.	Committed	£ 2,000	2023/24
Tullos Depot	Depot	Replacement automatic gate.	Committed	£ 39,000	2024/25
Tullos Depot	Depot	Roller shutter door replacements.	Committed	£ 64,000	2024/25
Tullos Primary and Community Centre	School - Primary	Window replacements - phase 1.	Committed	£ 367,000	2024/25
Woodside School	School-Primary	To replace the playing field fencing with new black weld mesh fencing and replacement gates.	Committed	£ 61,000	2024/25
<i>Projects completed/committed before 2023 committee but have legacy costs</i>	<i>Various</i>		<i>Complete</i>	£ 185,000	

Total	£ 2,761,000
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Appendix B - Currently Approved

Asset	Property Type	Proposed Works	Notes	Budget Cost (Remaining Commitment)	Revised Budget	Financial Year	Energy & Climate
116 Westburn Road	Family Centre	Replacement of obsolete boilers.				2024/25	Yes
Abbotswell Primary School	School - Primary	Kitchen refurbishment.				2024/25	
Abbotswell Primary School	School-Primary	Emergency lighting replacement.				2024/25	
Aberdeen Art Gallery	Museum	Replacement of M&E equipment. Including humidifier upgrade; improvements to Building Management System hardware & front end required.				2025/26	Yes
Aberdeen Grammar School	School - Secondary	Boys toilet refurbishment ground floor.				2024/25	Yes
Aberdeen Grammar School	School-Secondary	Further window replacements at the Art Department and Kitchen.	Windows are in C:Poor condition.			2025/26	Yes
Aberdeen Music School Hall Of Residence	Hostel	Install boiler & provide domestic hot water cylinder				2025/26	Yes
Aberdeen Music School Hall Of Residence	Hostel	Replacement ventilation units.				2025/26	Yes
Aberdeen Snow Sports Centre	Outdoor Sports Facility	Replacement of the lighting columns and luminaires.				2024/25	Yes
Altens Community Centre	Community Centre (Leased)	Boiler replacement and new gas line.				2024/25	Yes
B & W Depot (North) Sillerton Lane	Depot	Refurbish toilets and replace windows in toilets/welfare areas.				2024/25	Yes
Balgownie Community Centre	Community Centre (Leased)	Replacement roof. Structural improvements may be required to accommodate enhanced roof specification.	Roof is in C:Poor condition.			2025/26	Yes
Balnagask House	Home for the Elderly	Phase 1 of ensuite and communal toilet refurbishments.				2024/25	Yes
Balnagask House	Home for the Elderly	Phase 2 of ensuite and shared toilet refurbishments.				2024/25	Yes

Appendix B - Currently Approved

Asset	Property Type	Proposed Works	Notes	Budget Cost (Remaining Commitment)	Revised Budget	Financial Year	Energy & Climate
Balnagask Motte	Historic site	Reinstatement of historic asset.	As per decision of Full Council.			2024/25	
Beach Ballroom	Leisure Facility	Previously highlighted access issues, ceiling, safety issues, electrics all associated with main ballroom ceiling/roof. Scope of work to be reassessed before funds are committed.				2024/25	
Beach Ballroom	Leisure Facility	Previously identified need for extended intruder alarm, improvements to security to rear of building including improved external doors and external CCTV. Scope of work to be reassessed before funds are committed				2024/25	
Beach Ballroom	Leisure Facility	Re-rendering works final phase. Scope of work to be reassessed before funds are committed				2024/25	
Bridge Of Don Academy	School-Secondary	Replacement boilers and pressurisation system.				2024/25	Yes
Bridge Of Don Academy	School-Secondary	Window replacements - Phase 3.	Windows are in C:Poor condition.		Yes	2025/26	Yes
Budget Change Reason:	Initial budget was indicative only. Estimated costs updated by quantity surveyors based on Phase 2 works						
Bridge Of Don Academy	School - Secondary	Upgrade the kitchen gas supply and ventilation system	Work required to comply with regulations.			2024/25	
Bridge Of Don Academy	School - Secondary	Kitchen refurbishment.	Part of ongoing programme of replacement.		Yes	2024/25	
Budget Change Reason:	Initial budget was indicative only. Initial design work has indicated likely budget shortfall						
Brimmond School	School-Primary	Replace AHU on external plant room.				2025/26	Yes
Broomhill Primary School	School - Primary	Replacement of atrium roof.				2024/25	Yes

Appendix B - Currently Approved

Asset	Property Type	Proposed Works	Notes	Budget Cost (Remaining Commitment)	Revised Budget	Financial Year	Energy & Climate
Broomhill Primary School	School-Primary	Phase 2. Roof refurbishment, repointing, leadwork and rainwater goods replacement.				2025/26	Yes
Broomhill Primary School	School-Primary	Phase 3. Roof refurbishment, repointing, leadwork and rainwater goods replacement.				2025/26	Yes
Bucksburn Depot	Depot	Reconfiguration of the office to provide toilet and welfare facilities. Electrical upgrade to be incorporated.	Existing modular toilets in D-Bad condition. Budget increase approved by change request Feb 24			2024/25	
Cemetery walls rebuild budget	Cemetery	Rebuilding of cemetery boundary walls.	Nellfield and Allenvale cemeteries are priorities.			2025/26	
Central Library	Library	Renew damaged ceilings and replace associated lighting.				2024/25	Yes
Central Library	Library	Replace rolling shelving units. Sections closed off and very dated.				2024/25	
Central Library	Library	Childrens lift replacement				2024/25	
Culter School	School-Primary	Window replacements to classroom 6 and nursery.	Windows are in C:Poor condition.			2025/26	Yes
Culter School	School-Primary	Gym hall flat roof replacement.	Roof is in C:Poor condition.		Yes	2025/26	Yes
Budget Change Reason:	Initial budget was indicative only. Project now fully designed and estimated, which has identified a budget requirement that fully reflects the scope of work.						
Culter Sports Centre	Sports Centre	Roof structure repairs and bay window improvements.				2025/26	Yes
Cults Primary School	School-Primary	Full kitchen refurbishment and dining area.	Part of ongoing programme of replacement.			2025/26	
Cummings Park Learning Centre	Community Learning Centre	Replacement of obsolete boilers.				2024/25	Yes
Cummings Park Learning Centre	Community Learning Centre	Replacement flat roofs.	Roof finish is in C:Poor condition.			2025/26	Yes
Deeside Family Centre	Family Centre	Car park and access road resurfacing.	Tarmac is in C (Poor) condition.			2024/25	
Denmore Depot Denmore Gardens	Depot	Refurbishment of external areas and welfare facilities. Rationalise buildings on site.	Asset is C (Poor) condition overall.			2024/25	

Appendix B - Currently Approved

Asset	Property Type	Proposed Works	Notes	Budget Cost (Remaining Commitment)	Revised Budget	Financial Year	Energy & Climate
Depot Cairnwell Drive	Depot	Refurbishment.				2025/26	Yes
Dyce Academy	School - Secondary	Upgrade the kitchen gas supply and ventilation to comply with regulations.				2024/25	
Dyce Academy	School - Secondary	Replacement fire alarm system.				2024/25	
Dyce Academy	School - Secondary	Replacement of obsolete light fittings.	Replacement tubes hard to obtain and expensive.			2025/25	Yes
Dyce Community Centre	Community Learning Centre	Heating replacement.				2025/26	Yes
Ferryhill Primary School	School-Primary	Structural repairs to East Elevation walls.				2025/26	
Froghall Learning Centre	Community Learning Centre	Replacement of lower flat roof.	Roof is in C:Poor condition.			2025/26	Yes
Glashieburn School	School-Primary	Window and external door replacements	Windows and doors are in C:Poor condition			2025/26	Yes
Glashieburn School	School-Primary	Replacement fascias and soffits.	They are in C:Poor condition.			2025/26	
Hanover Street School	School - Primary	Upgrade the kitchen gas supply and ventilation system	Work required to comply with regulations.			2024/25	
Harlaw Academy	School-Secondary	Install gas testing system in all relevant classrooms.				2024/25	
Harlaw Academy	School-Secondary	Window refurbishment and lintel replacements. Phase 2.				2025/26	Yes
Harlaw Pavilion		Refurbishment & Extension - additional budget for approved capital project approved by Change Request April 24				2025/26	
Kincorth Library	Library	Replacement of single glazed upper curtain wall. Glare from sun to be factored into design.	Glazing is in C:Poor condition.			2025/26	Yes
Kincorth Library And Customer Access Point	Library	Window replacement.			Yes	2024/25	Yes
Budget Change Reason:	Initial budget was indicative only. Project now fully designed and estimated, which has identified a budget requirement that fully reflects the scope of work.						

Appendix B - Currently Approved

Asset	Property Type	Proposed Works	Notes	Budget Cost (Remaining Commitment)	Revised Budget	Financial Year	Energy & Climate
Kincorth Sports Centre	Sports Centre	Replacement of heating plant and essential system improvements.			Yes	2024/25	Yes
Budget Change Reason:	Initial budget was indicative only. Project now fully designed and estimated, which has identified a budget requirement that fully reflects the scope of work.						
Kingswells Care Home	Home for the Elderly	Swing free door installation.				2024/25	Yes
Kingswells Care Home	Home For the Elderly	Handrail installation in corridors.	May be phased.			2025/26	
Kingswells Primary School	School - Primary	Upgrade the kitchen gas supply and ventilation system	Work required to comply with regulations.			2024/25	
Loirston Annexe Community Centre	Community Centre (Leased)	Final phase of roof replacements and refurbishment.	Roofs are in C:Poor condition.			2025/26	Yes
Marischal College	Office	Replacement external lighting. Follow up phase to internal lighting.				2025/26	Yes
Marischal College Car Park	Car Park (Multi-storey)	Relay new roof surface and improve steel surface protection .			Yes	2025/26	
Budget Change Reason:	Initial budget was indicative only. Initial scoping work has indicated likely budget shortfall						
Maritime Museum	Museum	CCTV upgrade including external lighting improvements.				2024/25	
Maritime Museum	Museum	Replacement tannoy system.			Yes	2024/25	
Budget Change Reason:	Initial budget was indicative only. Initial design work has indicated likely budget shortfall						
Mastrick Library	Library	Flat roof replacement.	Roof is in C-Poor condition.			2025/26	Yes
Middlefield Community Project	Community Centre (Leased)	Flat roof replacement to original building.	Roof is in C:Poor condition.			2025/26	Yes
Multi Storey Car Park West North Street	Multi Storey Car Park	Structural repairs including works to parapets.				2024/25	
New Town House Extension	Office	Replacement back up generator.	Generator has reached the end of its economic life.			2024/25	
New Town House Extension	Office	Works to external decorative tiles.				2025/26	

Appendix B - Currently Approved

Asset	Property Type	Proposed Works	Notes	Budget Cost (Remaining Commitment)	Revised Budget	Financial Year	Energy & Climate
Newhills Churchyard Cemetery Depot	Depot	Complete new roof to granite store. Part of listed structures.	Roof is in D:Bad condition.			2024/25	
Northfield Academy	School-Secondary	Replacement windows to gym hall.	Windows are in C:Poor condition.			2025/26	Yes
Northfield Academy	School - Secondary	Upgrade the kitchen gas supply and ventilation system	Work required to comply with regulations.			2024/25	
Northfield Academy	School-Secondary	Gym boilerhouse M&E upgrade and building repairs.				2025/26	Yes
Northfield Academy	School-Secondary	Resurfacing of section of car park and relining. Including creation of safe pedestrian routes.	Car park is in D:Bad condition.			2025/26	
Northfield Academy	School-Secondary	Install gas testing system in all relevant classrooms.				2025/26	
Northfield Community Centre	Leased Community Centre	Pitched roof replacement.				2025/26	Yes
Oldmachar Academy	School-Secondary	Install gas testing system in all relevant classrooms.				2025/26	
Oldmachar Academy	School-Secondary	Replacement ramp to modular accommodation.				2025/26	
Oldmachar Academy	School-Secondary	Replacement AHU's to classrooms.				2025/26	Yes
Oldmachar Academy	School - Secondary	Upgrade the kitchen gas supply and ventilation system	Work required to comply with regulations.			2024/25	
Quarryhill Primary School	School-Primary	Replacement of obsolete boilers.				2025/26	Yes
Replacement of obsolete school lighting.	School - Primary	Replacement of obsolete light fittings in identified Primary School. Initial phase to design/cost requirements and then carry out work in a priority school.	Priority schools are Cornhill Primary, Culter School, Dyce Primary and Holy Family.			2024/25	Yes
Sheddocksley Community Centre	Leased Community Centre	Replacement windows and entrance doors. Accessibility improvements. Repointing of external walls.	Windows and external doors are in C:Poor condition.			2024/25	Yes
Sheddocksley Community Centre	Community Centre (Leased)	Replacement flat roofs.	Roof finish is in C:Poor condition.		Yes	2025/26	Yes

Appendix B - Currently Approved

Asset	Property Type	Proposed Works	Notes	Budget Cost (Remaining Commitment)	Revised Budget	Financial Year	Energy & Climate
Budget Change Reason:	Initial budget was indicative only. Project now fully designed and estimated, which has identified a budget requirement that fully reflects the scope of work.						
Sheddocksley Sports Centre	Sports Centre	Replacement of the boiler and essential improvements to the heating system.	Scope to consider pavilion heating system as well.		Yes	2024/25	Yes
Budget Change Reason:	Initial budget was indicative only. Project now fully designed and estimated, which has identified a budget requirement that fully reflects the scope of work.						
Sheddocksley Sports Centre	Open Space	Improvement of Sheddocksley Playing Fields including the drainage systems.				2025/26	
St Josephs R. C. School	School-Primary	Window replacement phase 3.	Windows are in C:Poor condition.			2025/26	Yes
St Josephs R. C. School	School-Primary	Tanking of basement to reduce flooding risk. Phase 2.				2024/25	Yes
St Machar Academy	School - Secondary	Upgrade the kitchen gas supply and ventilation system	Work required to comply with regulations.			2024/25	
St Machar Academy	School - Secondary	Toilet refurbishment phase 2.				2024/25	Yes
St Machar Academy	School-Secondary	Extension flat roof replacement. Recommission PV panels. RAAC removal.	Budget increase approved via change request July 24			2025/26	Yes
St Peter's Cemetery Depot	Depot	Refurbishment.	Asset is in C:Poor condition overall.			2025/26	
St Peters RC Primary		Gas fired hot water heater.				2024/25	
The Bush Depot	Depot	Roof replacement to store/workshop building.	Roof is in D:Bad condition.			2024/25	
Town House	Office	Repairs to Bon Accord room ceiling.				2025/26	
Trinity Cemetery Depot	Depot	Refurbishment.				2024/25	
Tullos Depot	Depot	Windows and flat roof replacement.				2025/26	Yes
Tullos Depot	Depot	Salt store replacement. Development budget.	Existing building is in D:Bad condition.			2024/25	
Tullos Depot	Depot	Toilet and changing area refurbishment.				2025/26	Yes
Westburn House	Surplus asset	Structural survey & structural Stability/H & S works.				2024/25	

Appendix B - Currently Approved

Asset	Property Type	Proposed Works	Notes	Budget Cost (Remaining Commitment)	Revised Budget	Financial Year	Energy & Climate
Westburn Lounge And Outdoor Sports Centre	Outdoor Sports Centre	Replacement of the boilers and Domestic Hot Water Services and essential system improvements.				2024/25	Yes
Westburn Tennis Centre	Sports Centre	Replacement of the boilers and essential improvements to the heating system.				2025/26	Yes
Westburn Tennis Centre	Sports Centre	Roof structure recladding and Improvements.				2025/26	
Westburn Tennis Centre	Indoor Sports Facility	Replacement of indoor tennis courts lighting.				2025/26	Yes
Development Budget		Development budget to provide robust estimates prior to projects being added to the programme.				2024/25	
Minor Works	Various	Rolling programme				2024/25	
Memorials in City Centre	Memorials	Rolling programme of stabilisation and H&S works to memorials.				2024/25	
Play Ground Equipment (Various)	Various	Rolling programme of play ground equipment renewal.				2024/25	
Relay and renew path network - Rolling programme	Open space	Rolling programme of replacement/upgrade of open space path network.				2024/25	
School fixed equipment and fixtures/fittings replacement - Rolling programme	Schools	Rolling programme of school fixed equipment and fixtures/fittings replacement.				2024/25	

Existing Total	£ 16,661,000
Budget Changes	£ 1,855,000
Revised Total	£ 18,516,000

Appendix C - New

Asset	Property Type	Summary of Work Required	Notes	Estimated Cost/Tendered	Financial Year	Energy & Climate
Abbotswell Primary School	School - Primary	Perimeter fence			2024/25	
Abbotswell Primary School	School-Primary	Toilet refurbishment, phase 2.			2025/26	Yes
Aberdeen Treasure Hub		Gas Suppression System Improvements			2024/25	
Belmont Cinema		Dilapidation repairs	Council instruction (budget meeting March 24) - to welcome the community led initiative to secure the long-term future of the Belmont Cinema and acknowledge the award of £50,000 grant as per Appendix 6 and instruct the Chief Officer - Corporate Landlord, in consultation with the Chief Officer - City Development and Regeneration to continue dialogue with the group to bring forward a business case for the future operation of the facility, committing £125,000 in principle from the Condition & Suitability capital budget		2024/25	Yes
Bucksburn Depot		Replacement office	Essential - linked to separate welfare facilities project.		2024/25	Yes
Cornhill Learning Centre	Community Learning Centre	Window replacements. Windows are in C:Poor condition.			2026/27	Yes
Culter School	School-Primary	Window Replacements Phase 2			2025/26	Yes
Danestone Primary School	School-Primary	Installation of Canopy to Nursery Building	Modular nursery unit outdoor play area currently has no shelter or shade from the sun. Canopies required to provide protection to children and staff.		2025/26	
Duthie Park Workshops	Depot	Toilet and changing refurbishment - Sanitary is C condition.			2026/27	Yes
Fergus House	Home For the Elderly	Replacement fire alarm system	Current system obsolete and replacement parts becoming difficult to source.		2024/25	

Appendix C - New

Asset	Property Type	Summary of Work Required	Notes	Estimated Cost/Tendered	Financial Year	Energy & Climate
Ferryhill Community Centre	Community Centre (Leased)	Window replacements. Windows are in C:Poor condition.			2026/27	Yes
Ferryhill Primary School	School-Primary	Window replacements phase 2. Single glazed windows.	Windows are in C:Poor condition. Removed from 2023 programme to support change request - with a commitment to reinstate project for 2024		2025/26	Yes
Ferryhill Primary School	School-Primary	Window replacements phase 3. Single glazed windows.	Windows are in C:Poor condition. Removed from 2023 programme to support change request - with a commitment to reinstate project for 2025		2025/26	Yes
Gilcomstoun School	School - Primary	Blinds to Classrooms (Skene Street Elevation)			2024/25	Yes
Harlaw Academy	School-Secondary	Toilet refurbishment Phase 2. Toilets are in C:Poor condition.			2025/26	Yes
Kincorth Sports Centre	Sports Centre	External walls- repointing and realignment of blocks. Bin store also repair or replacement.			2026/27	
Kings Links	Golf Course	Replacement of the irrigation system	It is proposed that a replacement of the current irrigation system is undertaken to comprehensively improve it. Due to its location and it being a links course, it is prone to being negatively impacted by drought due to dry spells which are occurring more frequently.		2025/26	
Kirkhill Primary School	School-Primary	Installation of Canopy to Nursery Building	Modular nursery unit outdoor play area currently has no shelter or shade from the sun. Canopies required to provide protection to children and staff.		2025/26	
Muirfield School	School-Primary	Playground resurfacing.	The playground is in poor condition.		2025/26	
Northfield Community Centre	Community Centre (Leased)	Window replacements. Windows are in C:Poor.			2026/27	Yes
Sheddocksley Sports Centre	Sports Centre	External works - Replacement windows, replacement timber external doors, including fire doors and overcladding of roughcast entrance facades			2026/27	Yes

Appendix C - New

Asset	Property Type	Summary of Work Required	Notes	Estimated Cost/Tendered	Financial Year	Energy & Climate
St Machar Academy	School-Secondary	Home Economics classrooms to be refurbished.	The 3 Home Economics classrooms were due to be refurbished 2 years ago. The three rooms need to be upgraded to 2 x cooking and 1 x Fabric rooms.		2026/27	
St Machar Academy	School-Secondary	Toilet refurbishment phase 3 (of 5).	Removed from 2023 programme as part of change request. Commitment to reinstate project for 2024.		2025/26	Yes
Stoneywood School	School-Primary	Replacement Flooring to Circulation, Activity Spaces & Toilets			2025/26	
The Quarry Centre	Family Centre	Improve security of building to provide a secure waiting area with an intercom and security cameras			2024/25	
The Quarry Centre	Family Centre	Replacement of fascias and rainwater goods. Canopy refurbishment. Elements are in C: Poor condition.			2026/27	Yes
Tolbooth Museum	Museum	Heating and ventilation installation			2026/27	Yes
Tullos Primary School	School - Primary	Security to Doors and Playground			2025/26	
Westburn Lounge And Outdoor Sports Centre	Sports Centre	Replacement of the timber cladding, rainwater goods replacement and essential improvements to the roof structure	Replacement of these will help to ensure that the building remains watertight.		2025/26	Yes
Westburn Lounge And Outdoor Sports Centre	Sports Centre	Replacement cold water services			2025/26	Yes
Westburn Lounge And Outdoor Sports Centre	Sports Centre	Mechanical and Electrical Improvements			2025/26	Yes
Development Budget		Development budget to provide robust estimates prior to projects being added to the programme.	Additional budget to support revised approach to scoping projects in 2024/25		2024/25	
Memorials in City Centre	Memorials	Rolling programme of stabilisation and H&S works to memorials.			2024/25	

Appendix C - New

Asset	Property Type	Summary of Work Required	Notes	Estimated Cost/Tendered	Financial Year	Energy & Climate
Relay and renew path network - Rolling programme	Open space	Rolling programme of replacement/upgrade of open space path network / Replacement green space walls / fences	Proposal to extend scope of this programme to include replacement walls / fences. £75k added to rolling programme to fund this.		2024/25	
Minor Works	Various	Rolling programme			2024/25	

Total	£ 4,315,000
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Appendix D - Projects Removed

Asset	Proposed Works	Notes
Ashgrove Nursery Infant School	Heating replacement.	More work needed to scope out building user requirements
Depot Bucksburn Bankhead Avenue	Window replacements.	Separate project (already approved) to provide a new welfare building which will remove the requirement to replace windows in the existing building.
Old Aberdeen House	Further repointing.	Separate capital project under way to refurbish Old Aberdeen House and St Peters School - repointing will be dealt with through this project.
Rosemount Community Centre	Window replacements - Phase 2.	Listed building status restricts window replacement. Windows have been repaired where required
Rosemount Community Centre	Various External works.	Works were combined with separate project to improve fire escape. All required works have been completed.
Rosemount Community Centre	Damp proofing to gym and gym store.	Work no longer required
Greenbrae Primary School	Replacement water tanks.	Works have been fully completed using Repairs & Maintenance budget
Kittybrewster School	Burner replacement to boilers.	Works have been fully completed using Repairs & Maintenance budget
Northfield Academy	Domestic hot water boiler replacement.	Works have been fully completed using Repairs & Maintenance budget
Aberdeen Grammar School	Upgrade of fire alarm system.	Further survey and scoping work is required to determine budget requirement, before this project can proceed
Occupational Therapy Store Whitemyres	Roof refurbishment including replacement of roof lights. .	Separate project under way in conjunction with partners to review suitability of building, and to determine whether any capital works are required

Appendix E - Future Projects for Scoping

Asset	Property Type	Proposed Works
1 Abbotswell Drive	Residential	Bathroom refurbishment
116 Westburn Road	Family Centre	Refurbishment of flood damaged lower floor.
145 Gardner Road	MHO 6 bedroom bungalow	Fire Sprinkler sytem
153 Victoria Street, Dyce	Residential	Dyce Respite Care Maintenance Upgrades
82 Back Hilton	Residential	Bathroom refurbishment
Aberdeen Grammar School	School-Secondary	Lighting upgrade to classrooms.
Aberdeen Grammar School	School-Secondary	Upgrade of fire alarm system.
Aberdeen Treasure Hub	Depot	Replacement of CCTV system.
Allenvale Cemetery	Depot	Refurbishment and rationalisation of space.
Altens Community Centre	Community Centre (Leased)	Replace 4no. steel lintols and 1no. fire exit double doors set.
Altens Community Centre	Community Centre (Leased)	Additional parking
Bridge Of Don Library	Library	Refurbishment internally including electrical improvements and desk reconfiguration.
Central Library	Library	Central Library- Well - external drainage improvements
Central Library	Library	Refurbishment of main basement & basement mezzanine storage.
Central Library	Library	Internal refurbishment of Children's Library
Central Library	Library	Main Entrance Staircase/Vestibule Area
Central Library	Library	Children's Library Staircase
Culter Library	Library	Refurbishment of staff areas.
Fergus House	Home For the Elderly	Replacement fire alarm system
Fernielea School	School - Primary	Access to Boiler Room Alterations
Hazlehead Public Toilet Block	Public Convenience	Refurbishment
Kingswells Care Home	Home For the Elderly	New lift installation to increase capacity.
Kingswells Care Home	Home For the Elderly	Replacement nurse call system.
Maritime Museum	Museum	Replacement building management system.
Maritime Museum	Museum	Replace existing external fire escape stairs.
Maritime Museum	Museum	Improved intruder alarm. Update to new dual comm system.
Northfield Community Centre	Community Centre (Leased)	Complete rewire & upgrade of emergency lighting.
Northfield Community Centre	Community Centre (Leased)	Partitioning work to separate library and community centre
Oldmachar Academy	School-Secondary	Upgrade fire alarm system.
Plant Nursery Hazledene Road Hazlehead	Nursery Gardens	Refurbishment.
Rosemount Learning Centre	Learning Centre	upgrade the heating system
Rosemount Learning Centre	Learning Centre	Upgrade to fire regulations
School Cleaning Cupboard upgrades	School - Primary	Upgrade of Cleaning cupboards/stores - various schools
Seaton Park		Water infrastructure improvements.
Sheddocksley Sports Centre	Sports Centre	Drainage improvements to tree belt adjacent to Sheddocksley Drive.
Skene Square Primary School	School-Primary	Upgrade fire alarm system.
Skene Square Primary School	School-Primary	Classrooms in poor state of decoration, repainting of walls and replacement of some fixtures and fittings required
Tolbooth Museum	Museum	Improved intruder alarm - update to new dual comm system

Appendix E - Future Projects for Scoping

Asset	Property Type	Proposed Works
Tolbooth Museum	Museum	Installation of staff and visitor toilets.
Tolbooth Museum	Museum	Remove fire alarm linkage with town house and sheriff court to provide stand alone fire alarm system
Tolbooth Museum	Museum	Lift installation
Town House	Office	Retro-fit environmental control, fire and security improvements
Tullos Depot	Depot	Fire alarm system upgrade.
Tullos Learning Centre	Learning Centre	windows fixed or replaced
Tullos Swimming Pool	Swimming Pool	Replacement lintols & repointing of external walls.

Appendix F - Grading Definitions

Condition

- A: Good - performing well and operating efficiently
- B: Satisfactory - performing adequately but showing minor deterioration
- C: Poor - showing major problems and/or not operating adequately
- D: Bad - life expired and/or serious risk of imminent failure

Suitability

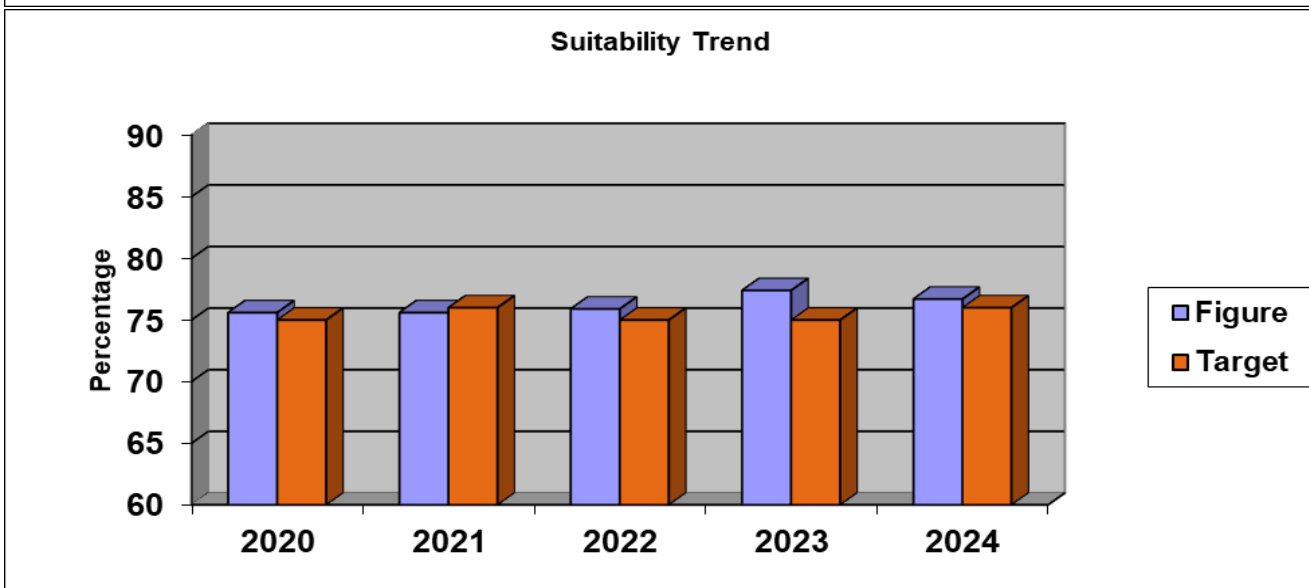
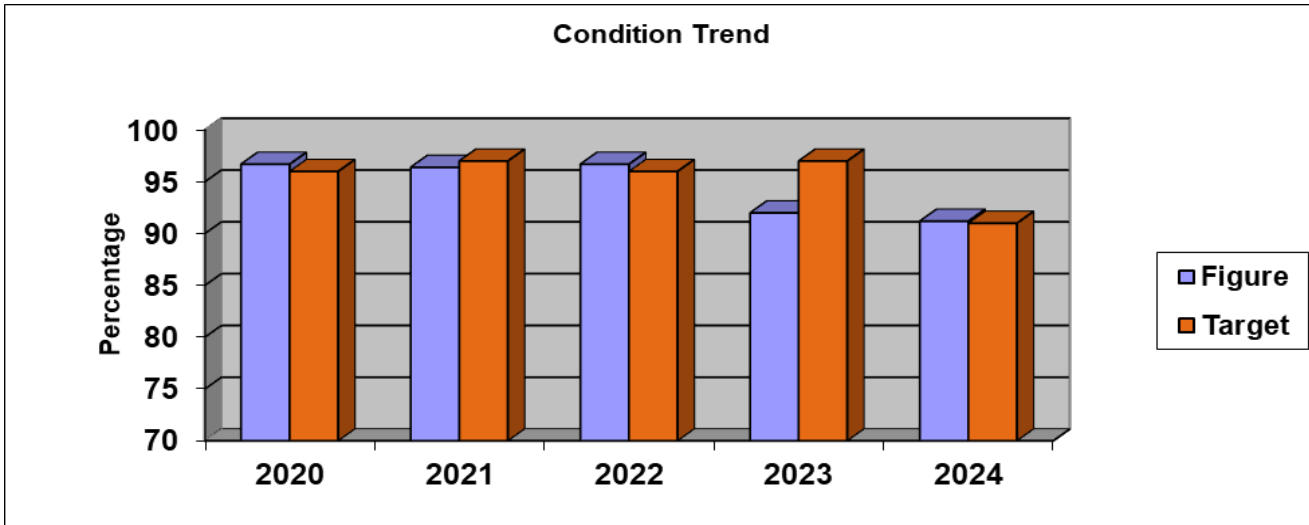
- A: Good - performing well and operating efficiently. The buildings support the delivery of the service and are considered suitable for use now and in the future.
- B: Satisfactory - performing well but with minor issues. The buildings generally support the delivery of services and would be considered suitable. There is room for improvement in certain areas but the property is fundamentally okay.
- C: Poor - showing major problems and/or not operating optimally. The buildings impede the delivery of services and would not be considered suitable.
- D: Bad - does not support the delivery of services at all. The buildings seriously impede the delivery of services and would definitely not be considered suitable.

Accessibility

- A: Good - Accessible with little or no works required.
- B: Satisfactory - Accessible with only minor works required.
- C: Poor - Significant investment required to make accessible.
- D: Bad - Major Investment required or cannot be made accessible.

Condition & Suitability

The SPI shows the overall position of operational buildings in terms of if they are both suitable and in satisfactory condition. In addition as the SPI has been in use for a number of years it is possible to see long term trends. The SPI figure shows if the investment being made is leading to improvements in condition and suitability grades. Improving figures would suggest investment levels are sufficient while declining figures would suggest that the investment is not sufficient.



Ongoing surveys have identified a slight increase in the number of buildings at a satisfactory level of suitability and a slight decrease in buildings in satisfactory condition. However both figures remain above the targets set last year. A number of buildings have been moved from a B condition rating to a C condition rating this year, which has contributed to the slight decrease in the condition figure.

There are two education buildings within the portfolio which have been found to contain Reinforced Autoclaved Aerated Concrete (RAAC) – this is likely to affect their condition rating when they are next surveyed and will be reflected in future SPI reporting.

Airyhall Community Centre and Denburn Car Park dropped from a B to C rating for suitability this year, while two assets rated C for suitability, Store 44 - 56 Portal Crescent, and Torry Library were removed, and one C rated asset was added at Garthdee Depot, giving a slight increase in the suitability figure.

Appendix G - SPI Tables

The addition of Greyhope School and Community Hub as a new educational asset with a considerably large floor area, has also contributed to the changes in this year's figures. All assets added to this year's SPI were A or B rated for both condition and suitability.

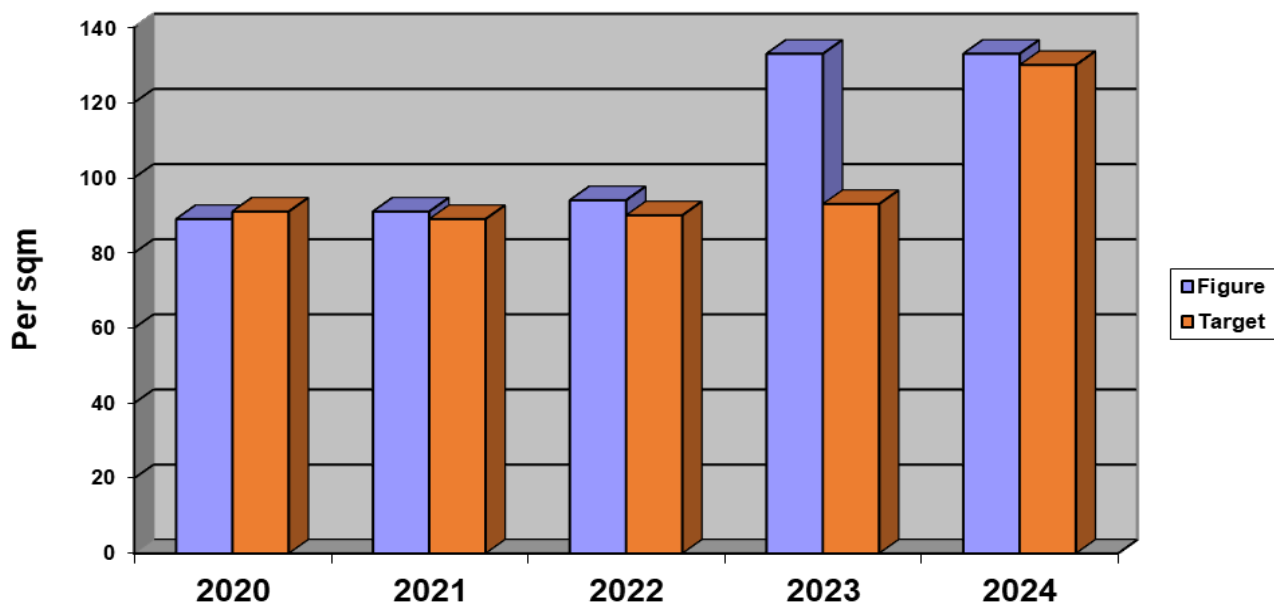
The asset portfolio will continue to change, making predictions difficult. However, the Property & Estates Strategy identifies a likely decline. Our service standards previously targeted a condition rating of B for all properties; this has reduced in 2024/25 to a C rating. This reflects a static repair and maintenance budget over a number of years and a policy to only undertake essential repairs.

Taking all of this into account, the targets set for next year are 90% for condition and 75% for suitability.

Required Maintenance

The required maintenance cost of operational assets per square metre is an assessment of the cost to bring the property from its present state up to the state reasonably required by the authority to deliver the service or to meet statutory or contract obligations and maintain it at that standard. Betterment should be specifically excluded from the calculations of cost.

Required Maintenance Trend



The overall required maintenance has increased by £765,371. The overall floor area has increased significantly by 6,565sqm, primarily due to the opening of a new school. The continued decline in condition of many properties has been identified during the condition survey programme. This was notable at Northfield Academy, Kittybrewster School and at Tullos Swimming Pool, where significant increases in required maintenance have been recorded. Overall, these combined factors have resulted in no significant change to the SPI figure.

Construction costs continue to rise with impact of inflation not fully accounted for in the figures. Planned investment figures represent a number of large scale projects which in the longer term will help to improve the overall condition of buildings and impact positively on the figures, however these are unlikely to be completed within the next year, so the target for next year has been kept unchanged at £130 per sqm.

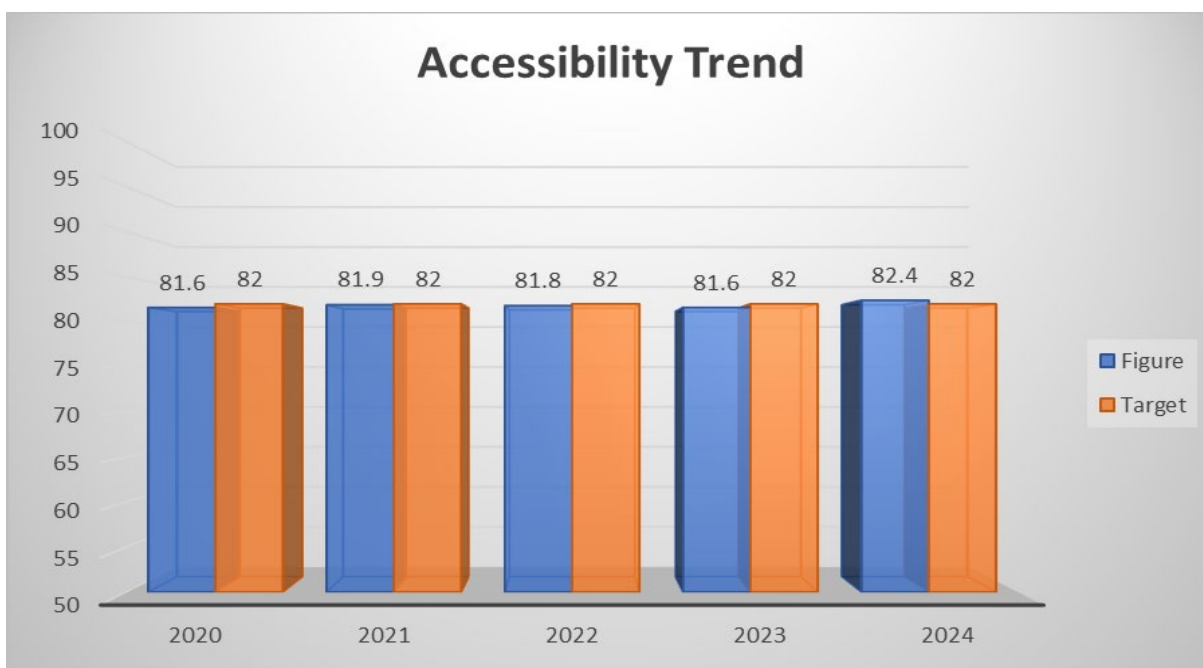
Appendix G - SPI Tables

It is important to note that the figures above capture a specific point in time, in terms of the information currently held on required works and likely costs. It is acknowledged that the actual cost of all required works is subject to ongoing survey work, and likely to be significantly higher than the figure shown above.

The C&S Programme will continue to allow for targeted capital spend. This will result in improvements to specific buildings but buildings not included in the programme will decline. Projects within the capital programme such as refurbishment / improvements for Harlaw Academy, Ferryhill School and the replacement Hazlehead Academy will positively contribute over the next 2 to 4 years.

Accessibility

The number of council buildings from which the council delivers services to the public and percentage of these in which all public areas are suitable for and accessible to disabled people.



The total number of buildings assessed for accessibility stayed the same this year at 125 properties. The percentage of accessible buildings remain consistent which is in line with the target. There is limited benchmarking data available but what there is suggests the Council performs reasonably well. The portfolio will continue to change as the Property & Estates Strategy is implemented, which could have both positive and negative impact on this SPI. At this stage it is not possible to determine what that impact will be. As such the target for next year remains at 82%.

Any works to the external fabric of a building to improve its accessibility, for example the replacement of access doors, should also improve the thermal performance of the building, contributing to our Net Zero aspirations.

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	12 September 2024
EXEMPT	This report is not exempt, but Appendices 2 and 4-10 are (paragraph 8)
CONFIDENTIAL	No
REPORT TITLE	Work Plan & Business Cases
REPORT NUMBER	CORS/24/260
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, City Regeneration & Environment 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, City Regeneration & Environment and Families and Communities Functions;
- 2.2 approves the procurement business cases, including the total estimated expenditure for the proposed contract; and
- 2.3 notes the content of Appendix 3 – 3.10 Memo 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 Committee is asked to review the Corporate Services, City Regeneration & Environment 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_120924

Appendix 3 – 3.10 Memo Approvals_PUBLIC_FR_120924

Private

Appendix 2 - Final Revenue Work Plans PRIVATE_FR_120924

Appendix 4 - Appendix 4_AVC's Salary Sacrifice_PRIVATE_FR_120924

Appendix 5_Waste Collection Management System_PRIVATE_FR_120924

Appendix 6_Mechanical, Electrical & Plumbing Works_PRIVATE_FR_120924

Appendix 7_Quantity Surveying Consultancy Services_PRIVATE_FR_120924

Appendix 8_Roads Services Framework_PRIVATE_FR_120924

Appendix 9_Automated Taps Corporate Offices_PRIVATE_FR_120924

Appendix 10_Funeral Services 2024-28_PRIVATE_FR_120924

12. REPORT AUTHOR CONTACT DETAILS

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Corporate Services Work Plan	Committee: Finance & Resources	Date of Committee: 12 September 2024
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Reference	Function	Cluster	Description of Requirement	Type of Budget	Estimated Start date of Contract or Extension	Estimated End date of Contract (Excluding extension)	Maximum Extension Period (months)	Estimated End date of Contract (Including extension)	Summary
CRN00036608	Corporate Services	People & Citizen Services	Shared Cost Additional Voluntary Contributions Salary Sacrifice	Revenue	12/09/2024	11/09/2027	24	11/09/2029	The contract for the provision of shared cost AVCs will ensure the council can continue to offer this facility as an employee benefit through the salary sacrifice scheme and will provide income and savings to the council. Additionally, collaboration with other Shared Service Local Authorities may provide the opportunity for a more advantageous rate.

City Regeneration & Environment Work Plan	Committee: Finance & Resources	Date of Committee: 12 September 2024
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Reference	Function	Cluster	Description of Requirement	Type of Budget	Estimated Start date of Contract or Extension	Estimated End date of Contract (Excluding extension)	Maximum Extension Period (months)	Estimated End date of Contract (Including extension)	Summary
CRN00036322	City Reperation & Environment	Operations	Waste Collection Management System	Revenue	01/06/2025	31/05/2027	24	31/05/2029	Direct award of contract to the current supplier for a Waste Collection System via Crown Commercial Services framework - RM6259 Vertical Application Solutions, Lot 3, Housing, Environmental and Planning Solutions, which enables access to a centralised and secure collaboration and data storage system that can be accessed at any time from any location, is permission set, easily interactable with integration functionalities for ACC systems and flexible to incorporate change.
TBC	City Reperation & Environment	Capital	Mechanical, Electrical and Plumbing Works Framework	Capital/HRA	12/01/2025	11/01/2027	24	11/01/2029	The Framework Agreement for the provision of Mechanical, Electrical and Plumbing works will ensure the council can meet its statutory duty to carry out the requisite mechanical, electrical and plumbing modifications and upgrades required as per the approved HRA Budget (2024/25 to 2028/29)
CRN00036592	City Reperation & Environment	Capital	Quantity Surveying & Associated Consultancy Services	Capital/HRA	06/01/2025	05/01/2027	36	05/01/2030	The contract(s) proposed for quantity surveying and consultancy services will supplement in-house quantity surveying resources as required to deliver the 5-year Housing Capital plan. The services can be scaled up or down without any exclusivity or commitment to ensure the
CRN00036610	City Reperation & Environment	Operations	Roads Services Framework Agreement	Capital	27/01/2025	11/07/2027	0	11/07/2027	The establishment of a local framework will allow the streamlining of the procurement process for roads, Street Lighting, Bridges, drainage and coastal protection specific contracts, assisting with improved efficiencies in driving a more competitive financial situation.

CRN00037088	City Reperation & Environment	Operations	National Assistance Funeral Services	Revenue	01/11/2024	31/10/2027	12	31/10/2028	Contract for the provision of National Assistance Funeral Services which will ensure the Council can meet its statutory duty to carry out Funeral Services under Section 87 of the Burial and Cremation (Scotland) Act 2016 which sets out the duties of local authorities in Scotland to provide a funeral service when there is no one to make the arrangements.
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Families & Communities Work Plan	Committee: Finance & Resources	Date of Committee: 12 September 2024
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Reference	Function	Cluster	Description of Requirement	Type of Budget	Estimated Start date of Contract or Extension	Estimated End date of Contract (Excluding extension)	Maximum Extension Period (months)	Estimated End date of Contract (Including extension)	Summary
CNR00036698	Families & Communities	Corporate Landlord	Automated Taps	Revenue	01/10/2024	30/09/2029	0	30/09/2029	The Contract for the provision of Automated Drinking Taps to Marischal College, Town House and Spring Garden. The installation of new automated taps will ensure we are continuing to provide a fully serviced office, ensuring staff, partners, tenants and visitors to our corporate offices have access to appropriate welfare facilities to maximise health and social connections while in the office.

Appendix 3 - 3.10 Memo's (Exemption Urgency)

Function	Cluster	Description of Contract	Estimated Start date of Contract	Estimated End date of Contract	Total Estimated Contract Value £	Summary of explanation of why the contract was urgently required and justification for suspension of procurement regulations, in whole or in part:
Corporate Services	Finance	Proceeding with optional 2 year extension upon completion of initial 5 year contract with Civica UK Ltd for the provision of licensing and support for Bank Reconciliation, ICON payment processing and cash receipting software: support and associated hardware maintenance for a period of two years from 30 September 2024 to 30 September 2026.	30/09/2024	30/09/2026	£510,010.00	<p>The Council's requirements are strategically aligned to the functionality of the current product and therefore the impact on service delivery and cost implications of changing to a new product at this time would inhibit the Council's ability to evidence best value being achieved. The software supports the council's bank reconciliation function that is critical to the effective control of council finances, and the current contract with Civica UK Ltd expires on 30 September 2024. Approximately 400,000 transactions per year are recorded through this software: this includes individual cash receipts, internet and telephone payments and bulk cash transactions from a number of service points across the city e.g. schools and museums. Since the council purchased and implemented the ICON product in 2009, considerable investment of over £1,500,000 has been made in the original software and consultancy associated with that implementation. In addition, an estimated £500,000 of council staff resource has been invested in the development of the product for the council. Since the system impacts such a large number of cash receipting sites, its implementation has involved multiple staff in all services and implementation team members from ICT and Finance. If the council were to change to an alternative supplier then it would be necessary to invest staff resources of a similar scale in that new product in addition to the proposed cost of this contract. By its nature, the system connects with a large number of feeder systems and integrated processes, with competing priorities on ICT and Finance staff time. In order to introduce a new system significant project management would be required that would impact upon current staff resource not only within ICT and Finance, but throughout the organisation. The payment processing and cash receipting software is critical to the controls of the council. In previous years there had been some challenges in reconciling aspects of the council's bank accounts that were reported to the Audit and Risk Committee, however, since 2013, these problems have been fully resolved after considerable effort of staff across the council as a result of the effective strength of this financial system that is aligned to our business processes. In addition, the integrity of the cash income systems are key to achieving the council's income streams and managing our service delivery – with an impact for example on council tax and rent arrear management and planning application income.</p>

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