

Public Document Pack



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

Town House,
ABERDEEN 29 April 2025

FINANCE AND RESOURCES COMMITTEE

The Members of the **FINANCE AND RESOURCES COMMITTEE** are requested to meet in **Committee Room 2 - Town House** on **WEDNESDAY, 7 MAY 2025 at 10.00 am**. This is a hybrid meeting and Members may also attend remotely.

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

JENNI LAWSON
CHIEF OFFICER – GOVERNANCE

B U S I N E S S

NOTIFICATION OF URGENT BUSINESS

1.1. Urgent Business

DETERMINATION OF EXEMPT BUSINESS

2.1. Determination of Exempt Business

DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

3.1. Declarations of Interest and Transparency Statements

DEPUTATIONS

4.1. Deputations

MINUTE OF PREVIOUS MEETING

- 5.1. Minute of Previous Meeting of 26 March 2025 (Pages 5 - 12)

COMMITTEE PLANNER

- 6.1. Committee Planner (Pages 13 - 18)

NOTICES OF MOTION

- 7.1. Urgent Notice of Motion by Councillor Watson

That Committee note the visit of Paul McLennan MSP to meet residents affected by RAAC on Friday 2 May 2025. At this he clarified that the Scottish Government had received no requests from Aberdeen City Council to provide funding to assist owner occupiers. It was also reported that the Aberdeen City Region Deal contains an unspent "£20million in infrastructure funding to unlock housing sites that are of strategic importance to the local authorities". The scale of RAAC and the disaster facing its victims means that this is a strategic priority for Aberdeen City Council, and we instruct the Chief Officer – Housing, Chief Officer – Corporate Landlord and Chief Officer – Finance to report to the next meeting of the Finance and Resources Committee on any option(s) to utilise these funds.

REFERRALS FROM COUNCIL, COMMITTEES AND SUB COMMITTEES

- 8.1. Referrals from Council, Committees and Sub Committees

BUDGETS

- 9.1. Council Financial Performance – Quarter 4, 2024/25 - CORS/25/096 (Pages 19 - 46)
- 9.2. UK Shared Prosperity Fund 2025/26 - CR&E/25/100 (Pages 47 - 72)
- 9.3. Our Union Street - CR&E/25/099 (Pages 73 - 76)

SERVICE DELIVERY

- 10.1. Cluster Risk Registers and Assurance Maps - CORS/25/093 (Pages 77 - 140)

CITY DEVELOPMENT AND REGENERATION AND STRATEGIC PLACE PLANNING

11.1. Investment Zone - Joint Committee Terms of Reference and Standing Orders - CR&E/25/097 (Pages 141 - 158)

11.2. Denis Law Commemorative Plaque - CR&E/25/110 (Pages 159 - 184)

PROPERTY AND ESTATES

12.1. St Machar Academy Grounds Improvements: Full Business Case - F&C/25/104 (Pages 185 - 216)

12.2. Victorian Schools Programme: Outline Business Case - F&C/25/080 (Pages 217 - 226)

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

12.3. Asset Transfer Request - Lease of Ground in Westfield Park - F&C/25/098 (Pages 227 - 320)

WORK PLAN AND BUSINESS CASES

13.1. Work Plan and Business Cases - CORS/25/094 (Pages 321 - 342)

There are exempt appendices in the Exempt Appendices Section below.

EXEMPT/CONFIDENTIAL BUSINESS

14.1. North of Scotland Electric Vehicle Charging Infrastructure Partnership - CORS/25/065 (Pages 343 - 426)

14.2. Disposal of Site 16 Lang Stracht - F&C/25/102 (Pages 427 - 448)

14.3. Disposal of the Former Milltimber Primary School site, Monearn Gardens, Milltimber - F&C/25/103 (Pages 449 - 456)

14.4. Disposal of the Former Hazlewood School - F&C/25/101 (Pages 457 - 478)

EXEMPT APPENDICES

- 15.1. Victorian Schools Programme: Outline Business Case - Exempt Appendix
(Pages 479 - 594)
- 15.2. Work Plan and Business Cases - Exempt Appendices (Pages 595 - 636)

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

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

Website Address: aberdeencity.gov.uk

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

FINANCE AND RESOURCES COMMITTEE

ABERDEEN, 26 March 2025. Minute of Meeting of the FINANCE AND RESOURCES COMMITTEE. Present:- Councillor McLellan, Convener; and Councillors Allard, Brooks, Cooke, Farquhar, Greig, Malik, Radley (as substitute for Councillor Yuill) and Watson.

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

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

DETERMINATION OF EXEMPT BUSINESS

1. The Convener proposed that the Committee consider item 15.1 (Christmas Village Feedback Report – Exempt Appendix) and item 15.2 (Work Plan and Business Cases – Exempt Appendices) with the press and public excluded from the meeting.

The Committee resolved:-

in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of the above items so as to avoid disclosure of information of the classes described in the following paragraph of Schedule 7(A) to the Act:- article 11 (paragraph 6) and article 12 (paragraph 8).

DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

2. There were no declarations of interest or transparency statements intimated at this time.

MINUTE OF PREVIOUS MEETING OF 12 FEBRUARY 2025

3. The Committee had before it the minute of meeting of the Finance and Resources Committee of 12 February 2025.

The Committee resolved:-

to approve the minute.

COMMITTEE PLANNER

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

The Committee resolved:-

FINANCE AND RESOURCES COMMITTEE

26 March 2025

- (i) to note the reason for deferral in relation to item 7 (District Heating – Network Expansion / Waste Heat Utilisation - City Centre Link) and that a report would be submitted to the meeting in November 2025; and
- (ii) to otherwise note the Committee Planner.

CAPITAL PROGRAMME DELIVERY:PROJECTS UPDATE - CR&E/25/066

5. The Committee had before it a report by the Executive Director of City Regeneration and Environment which (1) summarised the general progress of delivery of key capital expenditure projects identified within the approved Capital Programme from the General Fund and Housing Revenue Accounts; (2) highlighted those issues considered worthy of particular note which were specific to individual programmes/projects; and (3) incorporated a review of any recent reprofiling of the General Fund Capital Programme, which had been carried out to take account of any current project related factors.

The report recommended:-

that the Committee note the status of delivery of the Section 3.0 highlighted programmes/projects contained within the approved Capital Programmes.

At this juncture the Convener advised that this would be Mr John Wilson's final meeting of the Committee, following his announcement that he would be retiring. On behalf of the Committee, he wished to thank the Chief Officer – Capital for his contribution at meetings of the Committee and his involvement with capital projects over the years.

Councillor Malik, seconded by Councillor Watson, moved as a procedural motion:-
that the Committee suspend Standing Order 29.1 in order to put forward an amendment which had not been submitted to the Clerk by 12 Noon on the working day prior to the meeting.

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

The Committee resolved:-

- (i) to reject the procedural motion;
- (ii) to approve the recommendation contained within the report;
- (iii) to note that the Executive Director - City Regeneration and Environment would seek to determine the level of activity at Inchgarth Community Centre and circulate information to members of the Committee; and
- (iv) to concur with the Convener in terms of the Chief Officer – Capital's retirement.

In accordance with Standing Order 32.8, Councillors Malik and Watson requested that their dissent to the decision to reject the procedural motion be recorded.

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UK SHARED PROSPERITY FUND 2025/26 - CR&E/25/064

6. With reference to article 12 of the minute of the previous meeting of 12 February 2025, the Committee had before it a report by the Executive Director of City Regeneration and Environment, which sought approval for the proposed allocation of grant funding from the UK Shared Prosperity Fund for the Local Business Support and People and Skills priorities.

The report recommended:-

that the Committee –

UK Shared Prosperity Fund 2025-26: Local Business Support

- (a) approve an allocation to Aberdeen City Council of up to £359,000 for the Business Support Grant Schemes;
- (b) approve an allocation to Aberdeen City Council in partnership with Business Gateway of up to £49,000 for the Digital Skills Programme;
- (c) approve an allocation to Aberdeen City Council of up to £100,000 for the Tall Ships Event Site Business Opportunities;
- (d) UK Shared Prosperity Fund 2025/26: People and Skills 2.4 Approve an allocation to Aberdeen City Council of up to £11,000 for the Healthy Minds Project;
- (e) approve an allocation to Aberdeen City Council of up to £30,000 for the Aberdeen Creative Industries Skills Development Initiative;
- (f) approve an allocation to Aberdeen City Council of up to £10,000 for the Tall Ships – Young Person Development and Employability Project;
- (g) approve an allocation to Aberdeen City Council of up to £73,315 for the Paid Work Placement Initiative;
- (h) approve an allocation to Aberdeen City Council of up to £30,000 for the HMP Grampian Project;
- (i) approve an allocation to Aberdeen City Council of up to £85,740 for the Green Skills Project;
- (j) approve an allocation to Aberdeen City Council of up to £120,000 for the People in Recovery Project; and
- (k) approve an allocation to Aberdeen City Council of up to £161,325 for the Life Skills Project.

Councillor Malik, seconded by Councillor Watson, moved as a procedural motion:-
that the Committee suspend Standing Order 29.1 in order to put forward an amendment which had not been submitted to the Clerk by 12 Noon on the working day prior to the meeting.

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

The Committee resolved:-

- (i) to reject the procedural motion; and
- (ii) to approve the recommendations contained within the report.

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In accordance with Standing Order 32.8, Councillors Malik and Watson requested that their dissent to the decision to reject the procedural motion be recorded.

ABERDEEN CITY REGION DEAL - TRANSPORT THEME - CR&E/25/067

7. With reference to articles 5 and 6 of the minute of meeting of the Aberdeen City Region Deal Joint Committee of 14 February 2025, the Committee had before it a report by the Executive Director of City Regeneration and Environment, which sought approval to reallocate £575,000 of Aberdeen City Council (the Council) funding from the Aberdeen City Region Deal (ACRD) project 'Strategic Transport Appraisal' to 'External Transportation Links to Aberdeen South Harbour' which was being delivered by Aberdeen City Council as Roads Authority.

The report recommended:-

that the Committee –

- (a) approve the virement of £575,000 of committed Council funding against the ACRD Strategic Transport Appraisal (STA) project to External Transportation Links to Aberdeen South Harbour (ETLASH) project; and
- (b) delegate the authority to the Chief Officer - City Development and Regeneration, in consultation with the Chief Officer Capital, to reallocate any uncommitted Aberdeen City Council Contribution to the ACRD to the ETLASH project where the Aberdeen City Region Deal Joint Committee agree to do so through the existing ACRD change control process.

The Committee resolved:-

to approve the recommendations.

TRANSPARENCY STATEMENT

During discussion of the following item, Councillor Radley advised that she had a connection by virtue of her being a Council appointed member of VisitAberdeenshire Board. Having applied the objective test, she did not consider that she had an interest and would not be withdrawing from the meeting.

PERFORMANCE MANAGEMENT FRAMEWORK REPORT - CORS/25/062

8. The Committee had before it a report by the Executive Director of Corporate Services which presented 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 3, 2024/25.

The report recommended:-

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

The Committee resolved:-

- (i) to note the report and the performance information contained in the appendix; and
- (ii) to note that the Chief Officer – City Development and Regeneration would circulate further information in relation to the number of virtual visits/attendances at museums and galleries to members of the Committee.

TRANSPARENCY STATEMENT

During discussion of the following item, Councillor Radley advised that she had a connection by virtue of her being a Council appointed member of VisitAberdeenshire Board. Having applied the objective test, she did not consider that she had an interest and would not be withdrawing from the meeting.

CHRISTMAS VILLAGE FEEDBACK REPORT - CR&E/25/069

9. The Committee had before it a report by the Executive Director of City Regeneration and Environment which presented the evaluation of the 2024 Christmas Village.

The report recommended:-

that the Committee –

- (a) note the findings of the evaluation of the 2024 Christmas Village;
- (b) note that the Christmas Village is under contract until the 2026 iteration and that funding is in place for the Christmas Village in 2025; and
- (c) instruct the Chief Officer – City Development and Regeneration to report back to the Finance and Resources Committee in March 2026 with the evaluation report of the 2025 event;

Councillor Malik, seconded by Councillor Watson, moved as a procedural motion:-
that the Committee suspend Standing Order 29.1 in order to put forward an amendment which had not been submitted to the Clerk by 12 Noon on the working day prior to the meeting.

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

The Committee resolved:-

- (i) to reject the procedural motion;
- (ii) to approve the recommendations contained within the report;

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- (iii) to instruct the Executive Director – City Regeneration and Environment to circulate a Service Update on the 2025 plan for the Christmas Village, to include details to address issues relating to the Quad Market; and
- (iv) to thank Aberdeen Inspired as a strategic partner in the delivery of the Christmas Village and their participation and support for the event in 2025.

WORK PLAN AND BUSINESS CASES - CORS/25/063

10. The Committee had before it a report by the Executive Director of Corporate Services which (1) presented procurement work plans where expenditure was included for the Corporate Services, City Regeneration and Environment and Families and Communities Functions for review; and (2) sought approval of the total estimated expenditure for the proposed contracts as contained in the Procurement Business Cases appended to the report.

The Procurement Business Case related to the following:-

- Purchase of Box Vans;
- Supply & Fitting of Tyres;
- Confidential Waste 2025;
- Temporary Homeless Accommodation;
- SXL Secure Care;
- SXL Fostering & Continuing Care; and
- Total Licences.

The report recommended:-

that the Committee –

- (a) review the workplan as detailed in the Appendices for the Corporate Services, City Regeneration and Environment and Families and Communities Functions; and
- (b) approve the procurement business cases, including the total estimated expenditure for the proposed contract.

The Committee resolved:-

to approve the recommendations contained within the report.

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

FINANCE AND RESOURCES COMMITTEE

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CHRISTMAS VILLAGE FEEDBACK REPORT - EXEMPT APPENDIX

11. The Committee had before it an exempt appendix relating to the Christmas Village Feedback Report. (Article 9 of this minute refers).

The Committee resolved:-

to note the information contained within the exempt appendix.

TRANSPARENCY STATEMENT

During discussion of the following item, the Convener advised that he had a connection by virtue of him being a Council appointed member of Scotland Excel. Having applied the objective test, he did not consider that he had an interest and would not be withdrawing from the meeting.

WORK PLAN AND BUSINESS CASES - EXEMPT APPENDICES

12. The Committee had before it exempt appendices relating to the Work Plan and Business Cases report. (Article 10 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			07 May 2025						
4	Council Financial Performance – Quarter 4, 2024/25	to present the Council Financial Performance - Quartely report to Committee for consideration		Lesley Fullerton	Finance	Corporate Services	1.1		
5	Work Plan & Business Cases	To seek approval of the estimated expenditure on the procurement business cases.		Mel Mackenzie	Commercial and Procurement	Corporate Services	1.1.5 1.1.6		
6	St Machar Academy 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.		Andrew Jones	Corporate Landlord	Families and Communities	4.1		
7	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		Colin Kemp	Capital	City Regeneration and Environment	1.1 4.1	D	Now targeting the August committee for presenting the Full Business Case. Capital cluster will issue a service update prior to the May meeting to provide an update on progress with the project
8	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.		Colin Kemp	Capital	City Regeneration and Environment	1.1 4.1	D	Now targeting the August committee for presenting the Full Business Case. Capital cluster will issue a service update prior to the May meeting to provide an update on progress with the project
9	Victorian Schools Programme: Outline Business Case	To seek approval of an outline business case for making improvements to the condition and suitability of Victorian school buildings, as detailed in the School Estate Plan		Andrew Jones	Corporate Landlord	Families and Communities	1.1 4.1		
10	Cluster Risk Registers and Assurance Maps (Annual Report)	To present Cluster Risk Register and Assurance Maps in accordance with the Committee's Terms of Reference		Chief Officers	Chief Officers	Directorate	2.1.4		

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
11	UK Shared Prosperity Fund 2025-26	Seek approval to allocate UKSPF grants to projects		Laura Paterson	City Development and Regeneration	City Regeneration and Environment	1.1.8		
12	North of Scotland Electric Vehicle Charging Infrastructure Partnership	To inform Members and to see Delegated Authority for Contract Award, a Special Procurement Vehicle and migration of existing infrastructure to a private sector, commercial partner		Fiona Conti	Commercial and Procurement	Corporate Services	1.1.5 3.4		
13	Asset Transfer Request – Lease of Ground in Westfield Park	To inform Committee of the asset transfer request received from the Bridge of Don Development Group for the grant of a 20 year lease for an area of ground within Westfield Park adjacent to the existing skateboard park to allow the Bridge of Don Development Group to extend the existing skatepark for the benefit of the city's wheeled sport enthusiasts.		Cate Armstrong	Corporate Landlord	Families and Communities	4.1 4.3 4.4		
14	Disposal of 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.		Sandy Rennie	Corporate Landlord	Families and Communities	4.1 4.4		
15	Disposal of the Former Milltimber Primary School site, Monearn Gardens, Milltimber	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.		Hugh Rutherford	Corporate Landlord	Families and Communities	4.1 4.4		
16	Disposal of the Former Hazlewood School	To inform the Committee on the outcome of a formal closing date, subject to due diligence, and to seek the committees approval to proceed with a preferred party.		Hugh Rutherford	Corporate Landlord	Families and Communities	4.1 4.4		
17	Our Union Street	Update on funding for Our Union Street and approval to allocate grant funding		Laura Paterson	City Development and Regeneration	City Regeneration and Environment	1.1.8		
18	Investment Zone – Joint Committee Terms of Reference and Standing Orders	To seek approval of the proposed amended Terms of Reference and Standing orders for the North East Scotland Investment Zone Joint Committee and Programme Board.		Stuart Bews	City Development and Regeneration	City Regeneration and Environment	3.4		

	A	B	C	D	E	F	G	H	I
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2									
19	Denis Law Commemorative Plaque	To seek committee approval for exemption from criteria 5.1 in the Aberdeen City Council (ACC) Commemorative Plaques Policy in the case of an application to erect a plaque to Denis Law		Madeline Nehring	City Development and Regeneration	City Regeneration and Communities	2.1 3.2		
20			06 August 2025						
21	Council Financial Performance – Quarter 1, 2025/26	to present the Council Financial Performance - Quartely report to Committee for consideration		Lesley Fullerton	Finance	Corporate Services	1.1		
22	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		
23	South College Street Phase 2 - Outline Busienss 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		Ken Neil	Strategic Place Planning	City Regeneration and Environment			
24	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.		Abigail Burrows	Strategic Place Planning	City Regeneration and Environment	3.3		
25	Performance Management Framework Report	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		Alex Paterson	Data Insights	Corporate Services	2.1.3		
26	School Estate Plan: Bucksburn and Dyce Secondary School Provision - Outline Business Case	To seek approval of an outline business case for future secondary school provision for Bucksburn and Dyce, as detailed in the School Estate Plan		Andrew Jones	Corporate Landlord	Families and Communities	1.1.4		

	A	B	C	D	E	F	G	H	I
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2									
27	Wellington Road Junction Improvements (WRJI) – Progress Report	The NZET Committee on 12/11/24 agreed to instruct the Chief Officer - Capital and the Chief Officer Strategic Place Planning to investigate funding opportunities for the future development and implementation of the project and report an Outline Business Case and conclusion of Stage 3 Scheme Assessment to the Finance and Resources Committee in Autumn 2025		Ross Stevenson/Alan McKay	Capital/Strategic Place Planning	City Regeneration and Environment			
28	Visitor Levy	the Committee on 12/2/25 agreed to instruct the Chief Officer - City Development and Regeneration to proceed with wider consultation and its subsequent evaluation and report back to the Finance and Resources Committee on the consultation, and seeking a decision on how to proceed, on 6 August 2025.		Jamie Coventry	City Development and Regeneration	City Regeneration and Environment	2.1.2 3.2 3.4		
29			05 November 2025						
30	Council Financial Performance – Quarter 2, 2025/26	to present the Council Financial Performance - Quartely report to Committee for consideration		Lesley Fullerton	Finance	Corporate Services	1.1		
31	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		
32	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		
33	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		
34	Performance Management Framework Report	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		Alex Paterson	Data Insights	Corporate Services	2.1.3		

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
35	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 17/09/24 agreed to instruct the Chief Officer – Corporate Landlord to proceed with a review of all public building assets in Northfield, which will include an assessment of options for the future of the primary schools. It is anticipated that any required outline business case relating to the findings of this review will be presented to the Committee for approval on 29 October 2025	Andrew Jones	Corporate Landlord	Families and Communities	1.1.4		
36	Capital Programme Delivery: Projects Update	The purpose of this report is to summarise the general progress of delivery of key capital expenditure projects identified within the approved Capital Programme from the General Fund and Housing Revenue Accounts.		Gale Beattie	Capital	City Regeneration and Environment	1.1		
37	Beachfront Shoreline Regeneration (Phase C) - Full Business Case	At its meeting of 8 February 2024, the Council, subject to the outcome of the budget process, instructed the Chief Officer - Commercial and Procurement to progress the Beachfront Shoreline Regeneration (Phase C) work to the completion of a Full Business Case (FBC) to Council, reporting back in October 2025 (on the short-medium interventions) and June 2026 (on the medium-long interventions).	Transferred from Council Planner on 11/12/24 - In line with the decision that officers would report future activity and updates on the City Centre and Beach Masterplan through the Finance and Resources Committee, it is recommended that this item be transferred to the Finance and Resources Committee.	Craig Innes	Commercial and Procurement	Corporate Services	1.1		
38	Medium Term Financial Strategy	The Council at its meeting on 5/3/25 agreed to instruct the Chief Officer - Finance to report to the Finance and Resource Committee with an updated Medium Term Financial Strategy no later than December 2025		Jonathan Belsford	Finance	Corporate Services			
39	Beach Ballroom Investment Plan	The Council at its meeting on 5/3/25 agreed to note the importance of the Beach Ballroom, both to the heritage of Aberdeen and as a key cornerstone project in the wider City Centre and Beach Masterplans, and instruct the Chief Officer - City Development and Regeneration and Chief Officer - Commercial and Procurement to bring back an investment plan to the Finance and Resources Committee no later than December 2025, which maintains the cultural heritage of the building, but also ensures that the building meets modern standards, to allow it to become commercially viable		Craig Innes	City Development and Regeneration & Chief Officer - Commercial and Procurement	City Regeneration and Environment			
40	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	The Committee on 26/3/25 noted that a report was further 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 November 2025	Barry Davidson	Commercial and Procurement	Corporate Services	1.1.5		

[illegible]

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources Committee
DATE	7 May 2025
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Council Financial Performance – Quarter 4, 2024/25
REPORT NUMBER	CORS/25/096
DIRECTOR	Andy MacDonald
CHIEF OFFICER	Jonathan Belford
REPORT AUTHOR	Lesley Fullerton
TERMS OF REFERENCE	1.1

1. PURPOSE OF REPORT

1.1 To provide the full year actual financial position of the Council against budget for the financial year 2024/25, including:

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

2. RECOMMENDATIONS

That the Committee :-

- 2.1 Note the unaudited final outturn position for financial year 2024/25 as detailed in Appendix 1;
- 2.2 Note the General Fund has recorded a balanced position on the operational budget for the year 2024/25. The uncommitted General Fund reserve remains in line with the approved Reserves Policy;
- 2.3 Note that the Housing Revenue Account has recorded a deficit of £3.001m for the year, and this will have to be funded from the uncommitted HRA reserve. The uncommitted HRA reserve is below the recommended level;
- 2.4 Note that the Common Good has recorded an operating surplus of £0.054m for the year, which is better than the approved use of cash reserves. After investment valuation changes are included, cash balances decreased by £0.451m but remain in line with recommended levels;
- 2.5 Approve the various transfers for 2024/25, between Council Reserves and earmarked sums for the General Fund, Housing Revenue Account, Common Good and Statutory Funds as of 31 March 2025, as detailed in Appendix 1;
- 2.6 Approve the reprofiling of the 2025/26 – 2028/29 capital programmes as detailed in Appendix 1, page 13, to take account of the year end position and

that the outcome of this is incorporated into the 2025/26 Quarter 1 reporting;
and

- 2.7 Note that the unaudited Annual Accounts for 2024/25 will be presented to Audit, Risk and Scrutiny Committee on 8 May 2025, including the Annual Governance Statement and Remuneration Report for the year.

3. CURRENT SITUATION

- 3.1 This report focuses on the final financial position for the year to 31 March 2025 for the Council's General Fund, Housing Revenue Account and Common Good.
- 3.2 The actual position for the year is presented in Appendix 1.

4. FINANCIAL IMPLICATIONS

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

Revenue	2024/25 Budget £'000	2024/25 Actual £'000	Variance (Under) / Over Budget £'000
General Fund	624,208	624,208	0
HRA	3,161	3,001	(160)
Common Good	0	(54)	(54)

- 4.2 Appendix 1 also includes a Management Commentary providing information on the 2024/25 financial position, including details of the movement between Reserves.
- 4.3 The capital position can be summarised as follows:

Capital	2024/25 Budget £'000	2024/25 Actual Expenditure £'000	Variance (Under) / Over Budget £'000
General Fund	277,924	145,523	(132,671)
HRA	123,050	115,753	(7,297)

- 4.4 The underspending on Capital is in relation to a wide range of projects, which have been reported on during the course of the year. These figures remain unaudited and are subject to that process being completed. Capital budgets, as appropriate, will be updated to take account of the continuing nature of capital investment projects, and be reprofiled to enable projects to be completed.

4.5 As a number of key projects move forward at the start of 2025/26, it is expected that the profile (across individual projects) will require to be revised by viring approved budget from one project to another. This is because the values against the individual projects had initially been estimated.

4.6 The usable reserves have moved as follows:

Council Usable Reserves	Balance at 31 March 2024 £'000	Balance at 31 March 2025 £'000	Movement £'000
General Fund	(94,430)	(93,646)	784
HRA	(14,190)	(10,889)	3,301
Statutory & Other	(50,024)	(49,647)	377

4.7 The General Fund balance, HRA reserve and Statutory & Other Reserves have all decreased during the year. Appendix 1 also shows the change in the value of earmarked sums during the year. The value of these change due to the nature of the earmarked sum as they are set aside for funding specific projects, and this can influence when the funds are used. Larger earmarked sums include Joint Venture (ASV) Revaluation Surplus, Resilience, including Covid funding - to be used for a range of purposes, Ukraine refugee funding, there is also money from the Council Tax account to support the development of affordable housing, Bus Lane Enforcement income and the Service Concession Reserve. The uncommitted balance that remains on the General Fund is £12m and is in line with the Council approved Reserves Policy (March 2025).

4.8 The decrease in the HRA is as a result of the operational deficit for 2024/25 which had been approved as part of the 2024/25 budget. The Statutory and Other Usable Reserves include the Capital Fund, Insurance Funds and Capital Receipts Unapplied Account. Transfers have included capital receipts and contributions from revenue to meet future costs.

4.9 At the year end the Council has retained usable reserves, having managed the overall budget through another difficult and volatile year. The reserves position provides the basis for financial resilience required into 2025/26, where funding was again approved to support the General Fund budget. The first quarter report and initial forecast for the year will be considered at the Finance and Resources Committee on 6 August 2025.

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

Cash Balances	Balance at 31 March 2024 £'000	Balance at 31 March 2025 £'000	Movement £'000
Common Good	(42,201)	(41,750)	451

5. LEGAL IMPLICATIONS

- 5.1 There are additional reporting requirements due to the London Stock Exchange listing, for example the requirement to notify them ahead of publication of the report, that have to be taken into account when preparing this report.

6. ENVIRONMENTAL IMPLICATIONS

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

7. RISK

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Strategic Risk	There is a risk that if the financial resilience of the Council is not maintained that strategic priorities and outcomes have to be compromised in the future.	There is a comprehensive approach to financial management of the council budgets, quarterly reporting, Medium Term Financial Strategy in place to support future planning.	M	Yes
Compliance	There is the risk that the accounts do not comply with legal and accounting legislation.	A year end accounts process is in place to ensure compliance. Annual external audits are undertaken to review the financial transactions and controls. Ongoing internal audits also review specific financial and service data.	L	Yes
Operational	There is the risk that there may be an IT system failure.	Daily backups taken and held offsite for security purposes. Constant review and update of security systems by Digital and Technology.	L	Yes

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

8. OUTCOMES

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

9. IMPACT ASSESSMENTS

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

10. BACKGROUND PAPERS

None

11. APPENDICES

11.1 Appendix 1 – Financial Position for the Year 2024/25

12. REPORT AUTHOR CONTACT DETAILS

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

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



FINANCIAL POSITION FOR THE YEAR 2024/25

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Management Commentary

The purpose of the management commentary is to inform readers, helping them to assess how the Council is performing and understand our financial performance for the year to 31 March 2025.

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

Background

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

The Council is also responsible for the Common Good.

In March 2024 the Council set balanced budgets for financial year 2024/25. This took account of obligations and duties placed upon it by legislation and national priorities alongside local political priorities, and was the eighth budget designed around our commissioning approach and third around the updated Target Operating Model 1.2 (TOM1.2). The financial conditions in which the budget was set remained challenging as continued resource constraint, settlement conditions and funding targeted on specific projects / priorities meant that less money was available to fund the core Council operations that it had in place. Savings and efficiencies were a familiar and ever-present requirement in setting the budget and pressures did not reduce during the year requiring the strong financial management the Council has demonstrated.

Since the budget was approved in March 2024 there have been significant changes to the financial environment. Whether it is the enduring effects of the pandemic, the ongoing implications from population changes that have taken place in recent years, an increase in homelessness presentations, the declaring of a Housing Emergency and the high cost and demand that has been experienced in the Health and Social Care sector in Aberdeen City – similar to other parts of the country. Our costs have risen particularly in providing education, and children and families services.

The cost of new borrowing has not reduced to levels that had perhaps been expected during the year with inflation falling before rising again across the year, costs for local authorities have been rising and with construction inflation pushing up the cost of building assets, the Council must expect the future cost of capital investment to rise substantially for both the General Fund and the Housing Revenue Account. The revenue implications of bringing new assets into operation are not to be underestimated either.

A multi-billion pound Balance Sheet supported continued capital investment in the city and the strength of the balance sheet remains a key feature of the Council's financial resilience framework to support its sustainability, and also to support its regulatory requirements of maintaining its credit rating, following the issue of bonds on the London Stock Exchange (LSE).

The Housing Revenue Account budget was approved and at the Council meeting on 13 December 2023 there was a rent increase of 4.7% agreed with support of approximately £3m from the HRA Reserve. The context of rising costs for repair and maintenance and construction costs were all ongoing pressures on the HRA budgets..

The Common Good budget was set using the investment returns from the land, property and cash held. Additional income was forecast from Common Good cash balances that are invested with an external fund manager. A total distribution of approximately £5m for the year covered a range of Council run and externally organised projects and activities.

Financial Performance Reporting and Annual Accounts

This is the final quarterly financial performance report for 2024/25 which meets the requirements of the Council and of the LSE, and provides financial transparency for citizens of the City and beyond.

Having reached the end of the financial year the Council has delivered on its early reporting commitment for each quarter and has again worked to a faster closedown, and early production of the Council's unaudited Annual Accounts, that will be presented to Audit, Risk and Scrutiny Committee on 8 May 2025. This enables the external audit to start earlier than would ordinarily be the case. This has continued to be a challenging task, especially given the impact of the scarcity of resources in key areas and the substantial funding streams that continued to be distributed until the year end. To achieve this there has been a focus on ensuring that robust procedures and deadlines were in place and communicated early to staff. The process commenced with the issue of year end instructions in November 2024 and officers are working with the auditors to present reports and audited Annual Accounts by 26 June 2025.

2024/25 Financial Position

• General Fund Revenue

As approved in the Quarter 3 Financial Performance report, the Council has had to increase funding to the Aberdeen City IJB. Based on the draft outturn the 39% share of additional funding from the Council amounts to a little over £4m. Having drawn the funds from the earmarked reserve the Council has balanced its operational General Fund Budget for 2024/25, this is shown in the table presented on page 7.

Across the budget the Council has experienced variances from original plans, and these have been described in the three previous quarterly reports. At year end these variances will be generally familiar to the Committee. Explanations are provided below (from page 8) for the key variances from budget.

The financial position takes into account the need for the Council to earmark certain sums that are recommended to be earmarked for use in future years, as required by statute or having arisen from unspent/received in advance grant funding. In the Quarter 3 report the forecast outturn of a balanced budget included the use of earmarked reserves, it has been possible to release a proportion, c.£1m, of uncommitted contingencies within the General Fund budget to avoid the need to drawdown the full value of those additional earmarked reserves to support the funding for the IJB. Further information on reserves and earmarked sums is included in pages 20-21.

• **Housing Revenue Account**

The HRA delivered a deficit of £3.001m for the year and made no contribution to capital from revenue. There has been significant spending on Repairs and Maintenance this year with the impact of inflation and pay awards being particularly prevalent. In addition the cost of having more void properties resulted in lost rental income and additional council tax payments. The Council has plans in place to address these challenges. The deficit will be funded by the HRA uncommitted reserve. A summary of the HRA is shown on page 12.

• **General Fund Capital**

The final position on the General Fund capital programme is provided on page 13, with the final spend for 2024/25 reflecting interim valuations for projects that were on site at 31 March 2025. An underspend has been forecast throughout the year due mainly to a wide range of factors affecting the construction supply chain. Differences between actual spend and forecast outturn will result in a realignment of budgets in Quarter 1, 2025/26.

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

• **Housing Capital**

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

• **Reserves**

Having reached the end of the financial year and as in previous years, a review of the overall position for both revenue and capital, in the context of the Council's Balance Sheet and Reserves Policy has been undertaken and action taken to ensure the Council is suitably prepared for future revenue and capital investment purposes. This has included taking account of the decisions that were made by the Council at the budget setting meeting for financial year 2025/26.

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

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

In certain circumstances, funds are required to be earmarked for use in future years. This can be to fulfil statutory obligations or where funding has been received but not yet been spent. The most significant of these earmarked reserves at the end of 2024/25 were the Service Concession

Reserve, Bus Lane Enforcement funds, Ukrainian Tariff funding, Open Data funding, Low Emission Zone Enforcement funds and Council Tax second/long term empty homes (affordable homes) income. The Council is able to earmark General Fund reserves for purposes that it determines, a significant example is the commitment to the Transformation Fund.

A transfer from the Capital Fund has been made to support the Scottish Government providing additional, Capital, funding for the increased pay award in 2024/25, the Capital Fund receiving additional funding to enable this to happen.

The review of reserves is reflected in the table below that summarise the Council's Usable Reserves at the start and end of 2024/25, and is also shown in more detail in the Reserves section on page 20.

The uncommitted reserves have been maintained at the recommended minimum of £12m, in compliance with the Council approved Reserves 2025 policy.

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

31 March 2024 £'000	Usable Reserves	31 March 2025 £'000
(94,430)	General Fund	(93,646)
(14,190)	Housing Revenue Account	(10,889)
(50,024)	Statutory and Other Reserves	(49,647)
(158,644)	Total Usable Reserves	(154,182)

• Common Good

The year end position shows an operational surplus of £0.054m, and details are provided on page 19. This underspend was achieved mainly through reduced expenditure on repairs and maintenance and an increase in contributions towards events. The value of the underlying investment with Fidelity fell by £0.505m during the year resulting in an additional charge to the Common Good. All of this means the Common Good has reduced cash balances at 31 March 2025 of £0.451m compared to the value budgeted.

Conclusion

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

Active management of the capital programmes has meant that capital investment expenditure was substantially lower than budgeted in both the General Fund and Housing Programmes. The decisions taken in August 2022 to pause, retender, defer and stop some of the approved projects has made a positive impact on spending and borrowing requirements in 2023/24 and 2024/25. That said, during the year construction activity has progressed on a wide range of capital projects that means a number of projects are now due to be completed in the first quarter of 2025/26,

including Tillydrone Primary School, North East Scotland Shared Mortuary and the Bridge of Don Waste Recycling Centre. Further new build housing at Tillydrone, Cloverhill and Kaimhill was handed over in 2024/25.

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

General Fund Revenue

Notes	As at 31 March 2025	Budget 2024/2025	Actuals 2024/2025	Variance (Actual - Budget)		to Statutory Funds	to Earmarked Reserves	from Earmarked Reserves	Q4 Variance after earmarking
		£'000	£'000	£'000	%	£000s	£000s	£000s	£000s
1	Families & Communities	328,305	339,021	10,716	3.3		2,866	(325)	13,257
2	City Regeneration & Environment	34,015	32,264	(1,750)	(5.1)		5,186		3,436
3	Corporate Services	46,120	42,242	(3,878)	(8.4)				(3,878)
4	Integrated Joint Board	130,925	134,972	4,047	3.1			(3,335)	712
Total Functions	Total Functions Budget	539,365	548,500	9,135	1.7	0	8,052	(3,660)	13,527
5	Miscellaneous Services	70,218	65,787	(4,431)	(6.3)	4,500		(2,040)	(1,971)
6	Contingencies	11,122	1,337	(9,785)	(88.0)	700			(9,085)
7	Council Expenses	1,557	1,426	(132)	(8.5)				(132)
8	Joint Boards	1,947	1,774	(173)	(8.9)				(173)
Total Corporate	Total Corporate Budgets	84,844	70,323	(14,521)	(17.1)	5,200	0	(2,040)	(11,361)
9	Non Domestic Rates	(208,768)	(208,563)	206	(0.1)				206
10	General Revenue Grant	(259,144)	(260,849)	(1,705)	0.7				(1,705)
Total Council	Government Support	(467,912)	(469,412)	(1,499)	0.3	0	0	0	(1,499)
11	Council Tax	(139,727)	(143,109)	(3,381)	2.4		2,033		(1,348)
Total Council	Local Taxation	(139,727)	(143,109)	(3,381)	2.4	0	2,033	0	(1,348)
12	Contribution from Reserves	(16,569)	(15,887)	682	(4.1)				682
Total Council	Contribution from Reserves	(16,569)	(15,887)	682	(4.1)	0	0	0	682
13	Deficit/(Surplus)	(0)	(9,584)	(9,584)	0.0	5,200	10,085	(5,700)	0
14	Contribution to Statutory Funds	0	5,200	5,200					
15	Contribution from Earmarked Reserves	0	(5,700)	(5,700)					
15	Contribution to Earmarked Reserves	0	10,085	10,085					
16	Deficit/(Surplus) after movement in Earmarked Reserves and Statutory Funds	0	0	0					

Notes

It should be noted that the full year budgets reflected above differ from those set by Council in March 2024 for a number of reasons. It is normal practice during the year to make changes as variations are identified or additional funding is provided. The main changes in services relate to the allocation of inflation provisions for pay and procurement, staff vacancies and savings arising from changes to the staffing establishment as a result of voluntary severance/early retirement which were held within contingencies at the time the budget was set.

1. Families & Communities is the largest function within Aberdeen City Council with responsibility for delivering key statutory and frontline services to children and young people, adults, families and communities of Aberdeen. This includes the delivery of early years, primary, secondary, special education and children's social work services and it brings together housing, libraries and community learning to support the development of sustainable communities and enable individuals to manage their own lives. The Corporate Landlord cluster is responsible for the commercial and non-commercial land and property assets, facilities management and council housing stock management.

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

- For Education the service is managing a substantial increase in the school rolls. This is driven by several factors: - the post-Covid increase of international students from other countries to the two Universities, who are bringing their families with them - there is evidence that this is now levelling off, the number of children (and families) in the city seeking refuge and the cost-of-living crisis meaning more parents are not opting for a private education.
- Also, within Education there are increased costs of energy due to a rise in prices (£1.7m) and long-term absence spend (£1.84m) was over budget for 2024/25.
- Early Years did not achieve the budgeted income from Cross Boundary Charging, a shortfall of £980k this is due to the difference in the number of children between local authority areas not being as significant as anticipated.
- Increased spend on Out of Authority Placements (£4.7m), spend was also higher than the previous year due to both an increase in placements and an average contract price increase of 6.48% for the residential framework & 4.17% for secure care plus Kinship care costs (£390k).
- There continues to be challenging market conditions for the leasing of property in the City and with facilities, including P&J Live, Marischal Square, and hotels achieving lower levels of income, such that the budget values during the year have not been met.
- Spend of £2.27m for hard facilities management (property repairs) was incurred by the service due to the price of materials and labour, despite 'wind and water tight' criteria continuing to be applied which is an increase of circa. £400k from 23/24.

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

2. City Regeneration & Environment They manage the development of design and delivery of all strands of capital including the city centre masterplan, the schools estates strategy, roads infrastructure and housing. This function is also responsible for operational services such as

waste collection and disposal, fleet, environmental services and roads and related infrastructure.

- Roads was impacted by winter maintenance costs which are ultimately covered by the Council's contingency budget (part of the Corporate budgets).
- Capital cluster was £2.5m underspent, as a result of lower staffing costs and consultants fees and an over recovery of fee income.
- Waste services are experiencing pressures are Energy from Waste (EfW) and waste disposal with costs being higher than current budgets. The income from the EfW, received corporately was higher than budget, helping to offset overall cost pressures.

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

- The main area of pressure is Digital & Technology as the service continue to transform services digitally however continue to experience increased contract costs and in some cases overlap of contracts due to transitional period.

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

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

The cost pressures around demand and need, particularly in relation to reducing delayed discharges from hospital, supporting complex needs and accommodation for those with learning disabilities and needs led home care and accommodation for mental health and also substance misuse client, were managed by the IJB during the year and are met by IJB funds. An uplift of 6% for 23/24 was agreed for care home providers that run care homes under the national care home contract. This was higher than anticipated when the budget was set at the beginning of the year.

In 2024/25 there was an overspend of £17.036m on the Health and Social Care Partnership budget of £437.797m. This deficit is after an uplift in funding for the IJB from the Council in 2024/25 of approximately £9m, which is a requirement of the Local Government Settlement, and means that 100% of the funding allocated to Health & Social Care Partnership obligations

by Scottish Government has been passported through to the Aberdeen City IJB by the Council.

IJB reserves of £6.546m have been used to reduce the deficit and the remainder was funded by Aberdeen City Council (39%) and NHS Grampian (61%) in line with the IJB agreement. The Council contribution towards the deficit is £4.047m.

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

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

The actual charges for 2024/25 take account of the approved treasury and investment policy that delivers a prudent approach to capital financing, and the interest rate applicable to the debt. The significantly reduced capital expenditure in the last two years has assisted to reduce costs in 2024/25.

The provision for doubtful debt was under budget for 2024/25, and continues to take action to reduce the non-collection of debts and to return to budget of pre-pandemic levels, which has been made more difficult by the cost of living crisis.

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

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

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

7. Council Expenses this represents the cost of councillors. While it is not showing a significant variance, there has been less expenditure on travel during the year.
8. Joint Boards represents the amount requisitioned by Grampian Valuation Joint Board which is known during the year. the underspend was created as the Board agreed in Quarter 4 to refund the 2023/24 surplus to the three Councils.
9. Non-Domestic Rates this is the value guaranteed by the Scottish Government rather than the value collected by the Council, as this in line with the accounting practice. The cost to the council being the value of discretionary relief that is shared between the Scottish Government and the Council. The variance shown is due to the deduction of charity relief due by the Council for 2024/25.

10. General Revenue Grant in line with the Scottish Government Finance Circular which has been redetermined at the year end and funding paid in relation to announcements during the year.

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

From the value of Council Tax collected a sum (£2.033m) must be set aside for the purpose of funding affordable housing projects. This is then added to the earmarked sum in the General Fund Reserve.

12. Contribution from reserves this represents the sum of funding to be received from reserves to reflect a balanced budget approved at Council on 1 March 2024 and updated to take account of additional funding released from earmarked reserves. This includes capital funding of £9m that was paid by Scottish Government that has been converted to revenue to support the funding of the pay award in line with amended legislation for 24/25. Service Concession income of £3.646 m was released for 2024/25, under the Service Concession arrangements approved in 2023/24, and £3.241m was used from Earmarked Reserves as per the 24/25 budget.

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

14. Contributions to Statutory Funds this represents the total value of sums transferred to funds such as the Capital Fund and Insurance Fund, which are reviewed annually to ensure appropriate value is retained at year end. In 2024/25 £4.5m was transferred to the Capital Fund to provide for anticipated decommissioning costs, and £0.7m was transferred to the Insurance Fund.

15. Contributions to/from Earmarked Reserves are the values that have been used during the year, or are to be set aside for future years and are reviewed annually with reference to statutory and regulatory requirements, Council commitments and policy. Further information is included about which Earmarked Reserves are affected on page 20.

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

Housing Revenue Account (HRA)

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

Housing Revenue Account As at 31 March 2025		Budget 2024/25	Actuals 2024/25	Variance
		£000s	£000s	£000s
(Surplus)/Deficit from Income & Expenditure		3,161	3,001	(160)

The HRA was in deficit for the year, the intention had been to plan to use the reserves in 2024/25. Although a deficit had been budgeted there were variances during the year, which included higher spend on Repairs and Maintenance this took account of both response, planned and void repairs.

In addition void rent loss continues to rise despite an increased level of spend on void repairs. A Housing Board Bi-Annual Report was presented to Communities, Housing and Public Protection Committee on 21 November 2024, this included a change to the Minimum Letting Standard, the action plan for the Housing Emergency and a revised Council Housing Stock Acquisition and Disposal Policy. These changes should result in a reduced spend on Repairs and Maintenance in 2025/26.

General Fund Capital Programme

	2024/25		
As at Period 12 2024/25	Revised Budget for Year	Actual Expenditure for Year	Actual v Budget Variance
	£'000	£'000	£'000
AECC Programme Board	3,003	218	(2,785)
Asset Management Programme Board	84,643	72,150	(12,493)
Asset Management Programme Board Rolling Programmes	29,585	0	(29,585)
City Centre Programme Board	81,389	26,158	(55,230)
Energy & Climate Programme Board	40,188	19,275	(20,913)
Housing and Communities Programme Board	2,727	805	(1,922)
Housing and Communities Programme Board Rolling Programmes	647	536	(112)
Transportation Programme Board	14,349	2,801	(11,548)
Transportation Programme Board Rolling Programmes	1,000	1,000	(0)
Strategic Asset & Capital Plan Board	15,951	21,892	5,942
Strategic Asset & Capital Plan Board Rolling Programmes	4,441	0	(4,441)
Developer Obligation Projects & Asset Disposals	0	418	418
Total Expenditure	277,923	145,253	(132,671)
Capital Funding:			
Income for Specific Projects	(63,054)	(31,693)	31,361
Developer Contributions	0	(438)	(438)
Capital Grant	(17,518)	(18,329)	(811)
Other Income e.g. Borrowing	(197,352)	(94,793)	102,559
Total Income	(277,924)	(145,253)	132,671

Profiling of project budgets and forecasting of outturns remains challenging given the wide range of factors continuing to affect construction supply chains and this is reflected in the £145m investment recorded for the capital programme for the year. Cost inflation over the last year has been the highest experienced in several decades, and is only now beginning to show signs of reducing.

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

- Tillydrone Primary School (New Riverbank Primary School) it is anticipated that practical completion will be achieved with the purpose of achieving an opening in May 2025. This would allow the pupils of the existing Riverbank Primary School to decant to the new school in advance of the summer recess.
- Construction commenced on the new North East Scotland Shared Mortuary in Aberdeen, a multi-agency project with local public sector partners in 2022/23. The project is currently expected to be complete in Spring 2025. The operating agreement between Partners (Aberdeen City Council and National Health Service) is now ready to be implemented.
- Bridge of Don Household Waste Recycling Centre (HWRC) works have progressed with a project completion date expected in May 2025.
- Work commenced on the Tolbooth roof and parapet works (Condition & Suitability Programme) in June 2023 with completion now planned for late Spring 2025, works to repair and conserve the external fabric of this grade A listed, early 17th Century building have been undertaken.

- Union Street Central Streetscaping has commenced this 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. the works will now not be completed in 2025 but are more likely to be Spring 2026.
- Construction work on the Bairns' Hoose project within the Links Hub building on Regent Walk commenced in January 2025 the expectation is that practical completion will be achieved in Summer 2025.
- Work has commenced on St Machar External Improvements to create a new Multi Use Games Area (MUGA), tier seating and external dining with an anticipated practical completion date of Summer 2025.
- Work is progressing on the Aberdeen City Vision – Phase A Beach Park, Events Park and Broadhill which will provide a significantly sized outdoor destination within the unique beachfront context. The expectation is that works to form all 3 sites should reach practical completion in late summer 2026.

Housing Capital Programme

Housing Capital Programmes	Approved Budget	Expenditure to date	Variance from Revised Budget
As at 31 March 25	£'000	£'000	£'000
Compliant with the tolerable standard	3,922	2,368	(1,554)
Free from Serious Disrepair	23,655	16,970	(6,685)
Energy Efficient	14,651	6,888	(7,763)
Modern Facilities & Services	15,260	14,238	(1,022)
Healthy, Safe and Secure	6,585	7,933	1,348
<i>Non Scottish Housing Quality Standards</i>			
Community Plan and Local Outcome Improvement Plan	9,034	9,650	616
Service Expenditure	8,720	498	(8,222)
2000 New Homes Programme	64,666	57,208	(7,458)
			-
less 27% slippage	(23,443)	-	23,443
Net Programme	123,050	115,753	(7,297)

Capital Funding			
Borrowing	(96,423)	(103,409)	(6,986)
Other Income - Grants Affordable Homes etc	(17,579)	(12,344)	5,235
Capital Funded from Current Revenue	(9,048)	0	9,048
Total	(123,050)	(115,753)	7,297

Progress has been delayed in areas which involve mixed ownership within Free from Serious Disrepair such as structural improvements within the multi storeys and flat roofs (multis and general). Prioritisation of work on voids has continued which has shifted resources from capital to revenue works during the year. This has resulted in lower than budgeted spend on Energy solid wall insulation and the programme which wasn't delivered in 2024/25 has been rolled forward into 2025/26.

The 2,000 new homes programme is progressing well with further homes at the Tillydrone, Cloverhill and Kaimhill sites being handed over to the Council in 2024/25. The programme in 2024/25 has included developer led projects such as Cloverhill in Bridge of Don, Council led projects Craighill, Stoneywood and Kincorth and buying former Council Homes. Grant funding of £7.1m was received from the Scottish Government for the Cloverhill, Craighill, Stoneywood and Buy backs. The lower than budgeted spend is due to the retendering of the Kincorth contract which was let in April 25.

Prudential Indicators

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

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

The key objectives of the Code are to ensure: -

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

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

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

	Capital Expenditure						
	2023/24 £'000 Actual	2024/25 £'000 Actual	2025/26 £'000 Estimate	2026/27 £'000 Estimate	2027/28 £'000 Estimate	2028/29 £'000 Estimate	2029/30 £'000 Estimate
Gen Fund	112,343	143,717	276,766	203,998	126,131	83,079	63,578
HRA	119,903	115,753	129,649	67,699	79,266	119,385	173,898

	Ratio of Financing Costs to Net Revenue Stream						
	2023/24 Actual	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate	2027/28 Estimate	2028/29 Estimate	2029/30 Estimate
Gen Fund	8.2%	8.0%	9.5%	10.8%	11.7%	12.3%	12.0%
HRA	10.3%	17.0%	21.3%	22.5%	20.6%	19.8%	18.7%

	Capital Financing Requirement						
	2023/24 £'000 Actual	2024/25 £'000 Estimate	2025/26 £'000 Estimate	2026/27 £'000 Estimate	2027/28 £'000 Estimate	2028/29 £'000 Estimate	2029/30 £'000 Estimate
Gen Fund	1,249,775	1,297,978	1,518,461	1,669,367	1,744,716	1,779,169	1,788,698
HRA	454,531	556,349	676,489	732,960	797,817	901,085	1,057,548
Total	1,704,306	1,854,327	2,194,950	2,402,327	2,542,533	2,680,254	2,846,246

	Gross Borrowing						
	2023/24 £'000 Actual	2024/25 £'000 Estimate	2025/26 £'000 Estimate	2026/27 £'000 Estimate	2027/28 £'000 Estimate	2028/29 £'000 Estimate	2029/30 £'000 Estimate
Borrowing	1,564,185	1,718,947	2,062,811	2,222,673	2,369,488	2,514,091	2,687,039

The Prudential Code states:

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

The Chief Officer - Finance reports that the Council can meet this requirement in 2024/25, and it is expected to do so for the future years, as outlined, taking into account current commitments, existing plans, and the assumptions in this report.

	Authorised Limit for External Debt					
	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000
Operational Boundary	1,891,357	2,231,980	2,385,757	2,525,963	2,663,684	2,829,750
10% Margin	189,136	223,198	238,576	252,596	266,368	282,971
Total	2,080,493	2,455,178	2,624,333	2,778,559	2,930,052	3,112,721

	Operational Boundary for External Debt					
	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000
Borrowing	1,718,947	2,062,811	2,222,673	2,369,488	2,514,091	2,687,039
Other Long-Term Liabilities	172,410	169,169	163,084	156,475	149,593	142,711
Total	1,891,357	2,231,980	2,385,757	2,525,963	2,663,684	2,829,750

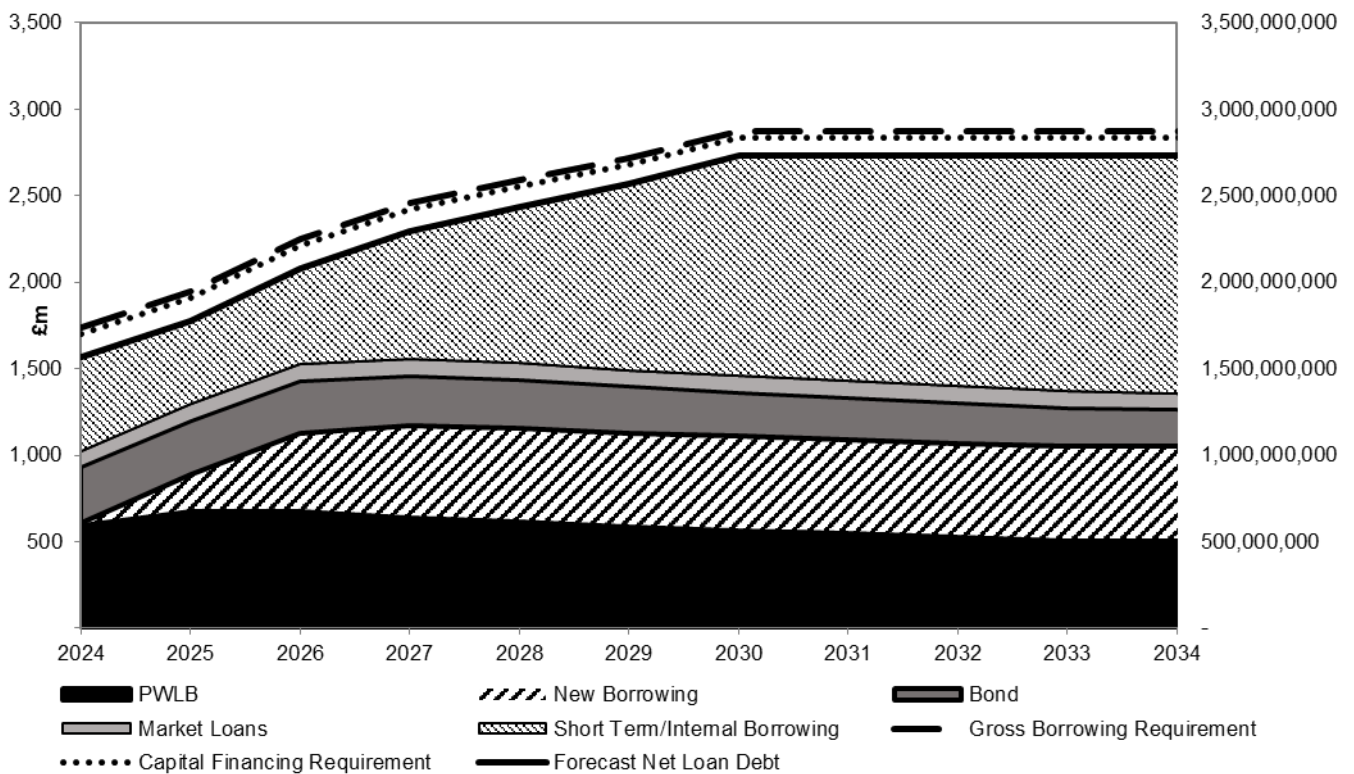
The latest version of the Prudential Code for Capital Finance in Local Authorities introduced a new indicator – the Ratio of Net Income from Commercial and Service Investments to Net Revenue Stream.

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

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

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

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



Common Good

As at 31 March 2025	Full Year Budget 2024/25	Actual Expenditure	Variance from Budget
	£'000	£'000	£'000
Recurring Expenditure	5,132	5,053	(78)
Recurring Income	(5,370)	(5,338)	32
Budget after Recurring Items	(238)	(285)	(47)
Non Recurring Expenditure	238	250	12
Non Recurring Income	0	(19)	(19)
Net (Income)/Expenditure	0	(54)	(54)
Cash balances as at 1 April 2024	(42,201)	(42,201)	
Net Expenditure from Income & Expenditure	0	(54)	(54)
Investment Revaluation (Increase)/Decrease	0	505	505
Cash Balances as at 31 March 2025	(42,201)	(41,750)	451

The Common Good Fund is showing an operating surplus of £0.054 m for the year, a favourable variance from budget for the year to 31 March 2025.

This was mainly due to lower expenditure on repairs and maintenance and increased income from contributions for events.

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

The investment of cash balances in a multi-asset income fund, approved by Council on 10 March 2021 was implemented in 2021/22. The fund manager, Fidelity, was selected as reported in the quarter 1 report and investment of £30m was made during Quarter 2. As an income fund it performed well, however cash received for the period to 31 March 2025 was slightly below budgeted levels.

Seeking increased annual income comes with additional risk and therefore there is volatility in the value of the fund into which the Common Good is invested. The value of the investment may fall as well as rise and should be measured over the medium to long term. With financial markets particularly volatile over the past year the value at the end of Quarter 4 of the Common Good investment fell by £0.505m to £23.439m. This is shown separately in the table above, where either the value of a rise or fall in value must be accounted for annually.

Reserves

General Fund Earmarked Reserves	Balance at 31 March 2024	Transfers in	Transfers Out	Balance at 31 March 2025
DEM (Comm Centres)	(522)		2	(520)
DEM (School Funds)	375		1,555	1,930
Energy Efficiency Fund	(1,284)	(67)	333	(1,018)
Bus Lane Enforcement	(4,199)	(3,769)	706	(7,262)
Service Concessions Reserve	(5,257)	(3,646)	3,646	(5,257)
Property Transfer	(102)			(102)
2nd/Long Term Empty Homes	(7,613)	(2,033)	5,118	(4,528)
De-risk the Council	(1,267)	(3,113)	1,059	(3,321)
Transformation Fund	(3,198)	(123)	751	(2,570)
Repairs & Maintenance Fund	(1)		1	0
Rapid Rehousing Transition	(172)		107	(65)
ADM - Education	(366)	(157)	523	0
Budgeted Use of Reserves	(3,241)	(1,059)	3,241	(1,059)
Care Exp Y.P WIFI (CSW)	(13)			(13)
Nat Trauma Training Prog	(50)	(50)		(100)
M Health Recovery & Renewal	(107)			(107)
Seed Funding Plan for H2 JV	(607)			(607)
Whole family wellbeing	(6)		6	0
FWES Employability	(2,185)			(2,185)
Afghan-Bridging Accomodation	(747)	(345)		(1,092)
Syrian Refugees (UKRS Scheme)	(623)		29	(594)
Inc frm Afghan resettle scheme	(487)			(487)
Resilience - including Covid	(8,794)	(1,305)	4,669	(5,430)
Coastal Communities Fund	(228)	(83)	23	(288)
Family Wellbeing (Partnership)	(1,471)	(732)		(2,203)
Counsellors Through Schools	(268)		217	(51)
Easter in the City	(48)		3	(45)
Recyc and environ in schools	(150)		2	(148)
Fuel Poverty Assistance Fund	(111)		111	0
Marischal Square	(1,700)			(1,700)
Corp Llord - Educ Security	(27)		27	0
Afghan Funding	(1,037)			(1,037)
Ukrainian Tariff	(12,021)	(1,416)	2	(13,435)
De Trunking Funding	(6,117)		1,279	(4,838)
Open Data Funding	(32)	(2,953)		(2,985)
JV reval surplus	(15,450)		277	(15,173)
Early Years	(3,151)			(3,151)
Elections Act - New Burdens		(31)	4	(27)
NESCAN Abdn Com Enviro Improve		(44)	44	0
Community Resilience		(119)	54	(65)
Donation - STEM Centre of Excellence		(95)	4	(91)
Altens & Cove Leased Centre Funding		(25)	25	0
Asylum Dispersal		(431)		(431)
Education Training of Support		(33)	12	(21)
Contribution to Environmental		(25)	25	0
Low Emission Zone Enforcement		(1,230)		(1,230)
SPP Development Plan		(156)		(156)
Anti-Poverty Funding		(31)		(31)
Total General Fund Reserves	(82,277)	(23,071)	23,855	(81,493)
Uncommitted General Fund balance	(12,153)	0	0	(12,153)
Total General Fund Balance	(94,430)	(23,071)	23,855	(93,646)

HRA Earmarked Reserves	Balance at 31 March 2024	Transfers In 2024/25	Transfers Out 2024/25	Balance at 31 March 2025
	£'000	£'000	£'000	£'000
<i>Projects:</i>				
Housing Repairs	(2,299)	(2,375)	2,299	(2,375)
House Sales - Non Right to buy	(308)			(308)
Support for Budget 2024/25	(3,161)		3,161	0
Support for Budget 2025/26	0	(793)		(793)
Total HRA Earmarked Reserves	(5,768)	(3,168)	5,460	(3,476)
Uncommitted HRA Balance	(8,421)	(1)	1,009	(7,413)
Total Housing Revenue Account	(14,189)	(3,169)	6,469	(10,889)
Recommended Uncommitted Balance				(11,405)
Common Good Earmarked Reserves	Balance at 31 March 2024	Transfers in	Transfers Out	Balance at 31 March 2025
<i>Projects:</i>				
Grove Nursery	(27)			(27)
Culter Playing Fields	(5)			(5)
Smithfield Farm - Roof repairs	(18)			(18)
AWPR Drainage Issues for future issues	(35)			(35)
CPR Training	(4)			(4)
Denis Law Trail	(20)		20	0
Lord Provost Portrait	(5)	(10)	5	(10)
Friends of Jacobs Ladder	(3)			(3)
Winter Clothing Grant	(7)	(13)		(20)
Total Common Good Reserves	(124)	(23)	25	(122)
Uncommitted Common Good balance	(42,264)	0	29	(42,235)
Total Common Good Balance	(42,388)	(23)	54	(42,357)

ABERDEEN CITY COUNCIL

COMMITTEE	Finance & Resources
DATE	7 May 2025
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	UK Shared Prosperity fund 2025-26
REPORT NUMBER	CR&E/25/100
EXECUTIVE DIRECTOR	Gale Beattie
CHIEF OFFICER	Julie Wood
REPORT AUTHOR	Laura Paterson
TERMS OF REFERENCE	1.1.8

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to seek approval for the proposed allocation of grant funding from the UK Shared Prosperity Fund 2025-26.

2. RECOMMENDATIONS

That the Committee:

UKSPF Communities and Place

- 2.1 Approve the allocations for Communities and Place as detailed in Appendix 1;

UKSPF Local Business Support

- 2.2 Approve an allocation of £258,603 to Aberdeen City Council for the Aberdeen Energy Efficiency Programme;

UKSPF 25-26

- 2.3 Note that the total amount of £2,346,857 for UK Shared Prosperity has now been fully allocated should the above recommendations be approved;
- 2.4 Authorise the Chief Officer – City Development and Regeneration to approve the reallocation of funding within previously approved projects should any underspends be reported; and
- 2.5 Authorise the Chief Officer – City Development and Regeneration to approve funding for other projects (ie projects which have not been previously approved) up to a total of £30,000 per project should any underspends be reported.

3. CURRENT SITUATION

- 3.1 The UK Government announced a one year extension to the UK Shared Prosperity Fund in October 2024. Aberdeen City Council received notification of a funding allocation of £2,346,857 in December 2024. This funding is to support projects which commence from 1 April 2025 and are delivered by 31 March 2026.
- 3.2 There are three priority areas within the UK Shared Prosperity Fund: Communities and Place; Local Business Support; and People and Skills. There are three routes to allocate the funding: 'Challenge Funds'; 'Procurement'; or 'In-house'. The proposed expenditure requires Committee approval. Committee previously approved an Investment Plan in 2022 which stipulated that the Community and Place Priority would be delivered using a Challenge Fund Approach. It was agreed that the Local Business Support Priority would be delivered using an 'In House' or 'Procured' approach.

Communities and Place

- 3.3 The Communities and Place Challenge Fund was launched on 3 February 2025 following an update on interventions from the UK Government. Over 60 applications were received with a total ask of approximately £4m. A full list of applications received is contained within Appendix 2. Officers assessed the applications on a number of criteria, including:
- Alignment to UK Government Missions and UK Shared Prosperity Fund interventions;
 - Alignment to Council priorities, including the Local Outcome Improvement Plan;
 - Ability to deliver the project by 31 March 2026
- 3.4 Officers are subsequently recommending 24 applications for award, as outlined in Table 1 and summarised within Appendix 3.
- 3.5 Officers will offer support to all projects which were not successful within this round and will try to identify alternative external funding opportunities.

Table 1: Communities and Place Allocations 25-26

Organisation	Project	Total Project Investment	Recommended Grant Award 2025/26	Officer Review Outcome and Proposed Award
Aberdeen Deeside Rotary Trust	Allplay Ability Wheelchair Swing	£24,000.00	£13,000.00	Up to £13,000.00. Project aligns well to UKSPF intervention and objectives
Aberdeen Inspired	Aberdeen City Centre Property and Retail Strategy	£39,000.00	£39,000.00	Up to £39,000.00. Project shows good value for money and strong links to objectives

Aberdeen Performing Arts	Building Management System Upgrade - HMT	£103,770.00	£48,895.00	Up to £48,895.00. Project shows good value for money and strong outputs and outcomes.
Aberdeen Science Centre	Community engagement and Accessibility Project	£223,991.00	£73,198.00	Up to £73,198.00. Project showed strong links to LOIP and intervention.
Aberdeen City Council	Increasing Opportunities for Young People	£40,330.00	£40,330.00	Up to £40,330.00. Aligns to LOIP and UKSPF S9 for community resilience and capacity building.
Alcohol and Drugs Action	Family Harm Reduction/ Recovery Support	£28,439.89	£19,801.41	Up to £19,801.41 (reduced due to budget constraints). Project provides peer and family-led support for addiction recovery, serving vulnerable populations. Good alignment with UKSPF S9 for community resilience and capacity building.
Aberdeen City Council	Bucksburn Swimming Pool	£2,150,000.00	£173,140.00	Up to £173,140.00. Project shows good community benefit and aligns well to the programme.
Befriend a Child	Family Support Project	£37,765.00	£19,152.50	Up to £19,152.50. Project provides excellent value with 50% match funding. Experienced team supporting priority areas and aligns with UKSPF S9 and LOIP objectives.
Belmont Community Cinema	Improving the Entrance	£101,840.00	£100,000.00	Up to £100,000.00. Project supports city centre cultural asset,

				improving accessibility and visitor experience. Aligns well with UKSPF S5 intervention for arts and cultural facilities.
Visit Aberdeenshire	Northern Nights Campaign	£50,000.00	£50,000.00	Up to £50,000. Project aligns to LOIP and UKSPF priorities with regards to increasing the visitor economy.
Citymoves Dance Agency SCIO	United Aberdeen Dance Project	£63,288.00	£47,089.00	Up to £47,089.00. Project uses dance to engage at-risk young people in priority areas. Good match funding of 25.6%. Strong alignment with UKSPF S5 for arts activities and crime prevention approaches.
Community Outreach Group	Kitchen Upgrades	£3,800.00	£3,800.00	Up to £3,800. Strong alignment to UKSPF by offering opportunity for skills development in addition to existing work.
Denburn Residents and Tenants Association	Upper Denburn Gardens	£12,500.00	£10,000.00	Up to £10,000.00. Community-led project to transform underused city centre space with history of anti-social behaviour. Will improve accessibility and create green space. Strong alignment with UKSPF S1 for place-based improvements.

East Grampian Coastal Partnership (EGCP)	Aberdeen City Coastal Path Study	£12,150.00	£9,450.00	Up to £9,450.00. Low-cost feasibility study for Aberdeen's section of coastal path with good match funding. Strong alignment with UKSPF S11 for feasibility studies supporting potential economic and social growth.
Grampian Cardiac Rehabilitation Association (GCRA)	Service development – specialist exercise service for people with cardiac and chronic health conditions in Aberdeen City	£21,490.00	£15,000.00	Up to £15,000.00. Project will double provision of specialist exercise classes for people with cardiac and long-term health conditions. Good alignment with UKSPF S5 and early intervention health objectives in LOIP.
Grampian Women's Aid	GWA Women's Support Services	£333,965.97	£45,469.70	Up to £45,469.70. Project supports vulnerable women and families experiencing domestic abuse. Good alignment with UKSPF S9 for community resilience and LOIP objectives for violence against women and girls.
Growing2gether	Growing2gether: Strengthening Communities by Building Local skills, Wellbeing and Resilience	£39,565.00	£28,865.00	Up to £28,865.00. Project supports 24 disengaged youths ages 13-16 identified as at-risk by schools. Strong alignment with UKSPF S9 for community resilience and capacity building.

Instant Neighbour	UpcycleInc	£10,000.00	£10,000.00	Up to £10,000.00. Capital project to purchase equipment for furniture upcycling, reducing landfill waste while developing volunteer skills. Good alignment with UKSPF S9 for community resilience and environmental impact.
Kingswells Community Centre	Youth Club Equipment	£916.00	£876.99	Up to £876.99. Capital project to purchase equipment (table tennis table, Nintendo Switch, karaoke machine) for youth club offering safe activities for young people. Good alignment with UKSPF S2 for supporting community assets and infrastructure.
Sound Scotland	soundcommunities year 2	£51,776.00	£24,000.00	Up to £24,000.00. Project delivers workshops, concerts and events for underserved communities with strong match funding (53%). Good alignment with UKSPF S5 for arts and cultural activities.
Station House Media Unit	Extension to Station House	£274,200.00	£110,000.00	Up to £110,000.00. Capital project to expand media production facility serving disadvantaged communities. Planning permission

				granted with building warrant expected March 2025. Strong alignment with UKSPF S5 for cultural activities supporting community access.
TechFest	TechFest's Blueprint Challenge: A Future Highstreet	£10,000.00	£10,000.00	Up to £10,000.00. Project engages 30-100 students in urban design challenges, focusing on high street regeneration and sustainability. Good alignment with UKSPF S5 for arts and cultural activities that build sense of local pride.
The Kings Community Foundation	Bridge Centre Retrofit	£50,000.00	£50,000.00	Up to £50,000.00. Capital project to improve insulation in a community facility in Torry, creating a warm space while reducing energy costs. Strong alignment with UKSPF S2 for decarbonisation in community buildings.
Visit Aberdeenshire	Cruise Volunteer Programme	£23,932.40	£23,932.40	Up to £23,932.40. Project will recruit, train and manage 40 volunteers to welcome cruise passengers, building on successful 2023-2024 programme. Strong alignment with UKSPF S7 for promoting campaigns that encourage

				visitors to explore Aberdeen.
Total		£3,706,719.26	£965,000.00	

Local Business Support

- 3.6 Applications were sought internally under the Local Business Support priority. The Aberdeen Energy Efficiency Programme continues the successful Energy Pilot, which was funded by the UK Shared Prosperity Fund in 2024/25. This initiative has already supported 37 local organisations in improving their energy efficiency and reducing carbon emissions. The programme will be open to SMEs, sole traders, and third-sector organisations, awarding up to £10,000 towards 50% of the project's total cost.

Table 2: Local Business Support Allocation 25/26

Organisation	Beneficiary	Project	Total Project Investment	Recommended Allocation
Aberdeen City Council	SMEs, sole traders	Aberdeen Energy Efficiency Programme	£457,206	£258,603
TOTAL			£457,206	£258,603

UK Shared Prosperity Fund 25/26

- 3.7 The UK Shared Prosperity Fund 25/26 will be fully allocated if the above recommendations are approved. Any unspent monies will have to be returned to the UK Government if any remains outstanding on 1 April 2026. To mitigate this risk, it is recommended that authority be approved for the Chief Officer – City Development and Regeneration to approve any transfer of budget between projects and approve new projects up to a total of £30,000 per project.

4. FINANCIAL IMPLICATIONS

- 4.1 The UK Government announced that Aberdeen City Council would receive £2,346,857 for activity in Financial Year 25-26, which includes a minimum capital allocation of £665,441.
- 4.2 The funds are available to support activity which starts on 1 April 2025 and delivered by 31 March 2026.
- 4.3 A total of £1,223,254 was previously approved at Finance & Resources Committee 12 February 2025 and 26 March 2025.
- 4.4 The total amount recommended for allocation in this paper is £1,223,603. If approved, the UK Shared Prosperity Fund will be fully allocated for 2025-26.

Table 3: Spend allocated to date

Description	Amount
Original allocation	£2,346,857.00
Approved at previous committees	£1,123,254.00
Recommended for approval at this Committee	
Communities and Place	£965,000.00
Local Business Support	£258,603.00
Remaining funds to be allocated if above approved	£0

- 4.5 Following the Public Pound Policy is adhered to and relevant checks undertaken to ensure organisations are compliant.

5. LEGAL IMPLICATIONS

- 5.1 Grant Agreements will be put in place between Aberdeen City Council and those organisations which are awarded grant funding.
- 5.2 Officers established a subsidy control scheme for the UK Shared Prosperity Fund Communities and Place 2025-26 programme (Subsidy Control Number: SC11257) to ensure compliance with the Subsidy Control Act 2022. All awards will be uploaded to the UK Government's Subsidy Control database and Transparency Register, where required.

6. ENVIRONMENTAL IMPLICATIONS

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

7. RISK

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

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

	Subsidy Control	to ensure compliance. To ensure all external grants awarded are compliant	L	Yes
Operational	Projects are unable to deliver by 31 March 2026	Quarterly Review meetings established with all awardees to identify issues at early stage	L	Yes
Financial	Any unspent, or unallocated funds will require to be returned to UK Government Spend is not directly linked to approved activity	Close project monitoring will take place throughout to ensure these timescales will be met. Projects have to submit evidence of expenditure as part of Reporting and Monitoring Process	L	Yes
Reputational	Risk of reputational damage if funds are not spent in accordance with the grant conditions	Officers will work with projects to ensure proposals and applications meet the conditions of grant	L	Yes
Environment / Climate	No risks identified	None	L	Yes

8. OUTCOMES

<u>Council Delivery Plan 2024</u>	
Aberdeen City Council Policy Statement <u>Working in Partnership for Aberdeen</u>	Impact of Report
	<p>The projects within this report support the delivery of the following aspects of the policy statement, including:-</p> <ul style="list-style-type: none"> • Work with partners to promote the development of community-based initiatives in sports, exercise and nutrition to improve the health and wellbeing of residents of our city; • Support Aberdeen Performing Arts and other cultural providers to offer the widest possible arts programme for all across our communities; • Work with partners to identify and agree specific integrated solutions for tackling the

	health and social problems caused by misuse of alcohol and drugs.
<u>Local Outcome Improvement Plan 2016-2026</u>	
Prosperous People Stretch Outcomes	<p>The projects within this report align with Prosperous People LOIP outcomes. For example, the Alcohol and Drugs Action programme supports delivery of Outcome 11 by supporting 30 families through alcohol and drug addiction recovery.</p> <p>Furthermore, the Growing2gether programme supports delivery of Outcome 4 supporting 24 at risk and disadvantaged children from low attaining schools aged 13-16 to gain confidence through a mentorship programme with nursery aged children.</p>
Prosperous Place Stretch Outcomes	East Grampian Coastal Partnership feasibility study on the Aberdeen City section of a proposed 140-mile Northeast Scotland Coastal Trail supports delivery of Outcome 15 by assessing the possibility of providing a good quality natural space people can regularly experience.

9. IMPACT ASSESSMENTS

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

10. BACKGROUND PAPERS

- 10.1 COM/21/176, External Funding, City Growth And Resources Committee, 21 June 2022
- 10.2 CR&E/25/027, UK Shared Prosperity Fund, Finance and Resources Committee, 12 February 2025
- 10.3 CR&E/25/064, UK Shared Prosperity Fund 2025-26, Finance and Resources Committee, 26 March 2025

11. APPENDICES

- 11.1 Appendix 1: UK Shared Prosperity Fund 25/26: Communities & Place Recommendations
- 11.2 Appendix 2: UK Shared Prosperity Fund 2025/26 – Full List of Applications Received
- 11.3 Appendix 3: UK Shared Prosperity Fund 2025/26 – Extracts from Projects Recommended for Approval

12. REPORT AUTHOR CONTACT DETAILS

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

Appendix 1 – UK Shared Prosperity Fund 25/26
Community & Place Recommendations

2.1 Approve the allocations for Communities and Place as detailed in Appendix 1;

- a) Approves an allocation to Aberdeen Deeside Rotary Trust of up to £13,000 for the 'All Ability Wheelchair Swing in Duthie Park' project
- b) Approves an allocation to Aberdeen Inspired of up to £39,000 for the 'Aberdeen City Centre Property and Retail Strategy';
- c) Approves an allocation to Aberdeen Performing Arts of up to £48,895 for the 'Building Management System Upgrade – HMT Project';
- d) Approves an allocation to Aberdeen Science Centre of up to £73,198 for the 'Community Engagement and Accessibility Project';
- e) Approves an allocation to Aberdeen City Council of up to £40,330 for the 'Increasing Opportunities for Young People' Project;
- f) Approves an allocation to Alcohol and Drugs Action of up to £19,801.41 for the 'Family Harm Reduction/Recovery Support' Project;
- g) Approves an allocation to Aberdeen City Council of up to £173,140 for the 'Bucksburn Swimming Pool' Project;
- h) Approves an allocation to Befriend a Child of up to £19,152.50 for the 'Family Support' Project;
- i) Approves an allocation to Belmont Community Cinema of up to £100,000 for the 'Improving the Entrance' Project;
- j) Approves an allocation to Visit Aberdeenshire of up to £50,000 for the Northern Nights Campaign;
- k) Approves an allocation to Citymoves Dance Agency of up to £47,089 for the 'United Aberdeen Dance' project;
- l) Approves an allocation to Community Outreach Group for £3,800 for the 'Kitchen Upgrade Project'
- m) Approves an allocation to Denburn Residents and Tenants Association of £10,000.00 for the 'Upper Denburn Gardens' project;
- n) Approves an allocation to East Grampian Coastal Partnership of up to £9,450.00 for the 'Aberdeen City Coastal Path Study';
- o) Approves an allocation to Grampian Cardiac Rehabilitation Association of up to £15,000 for the 'Service development – specialist exercise service for people with cardiac and chronic health conditions in Aberdeen City' Project;
- p) Approves an allocation to Grampian Women's Aid of up to £45,469.70 for the 'GWA Women's Support Services' Project;
- q) Approves an allocation to Growing2gether of up to £28,865 for the 'Strengthening Communities by Building Local Skills, Wellbeing and Resilience' Project;
- r) Approves an allocation to Instant Neighbour of up to £10,000 for the 'UpcycleInc' Project;
- s) Approves an allocation to Kingswells Community Centre of up to £876.99 for the 'Youth Club Equipment' Project;
- t) Approves an allocation to Sound Scotland of up to £24,000 for the 'Soundcommunities Year 2' Project;
- u) Approves an allocation to Station House Media Unit of up to £110,000 for the 'Extension to Station House' Project;

- v) Approves an allocation to Techfest of up to £10,000.00 for the 'TechFest's Blueprint Challenge: A Future Highstreet' Project;
- w) Approves an allocation to The Kings Community Foundation of up to £50,000 for the 'Bridge Centre Retrofit' Project; and
- x) Approves an allocation to Visit Aberdeenshire of up to £23,932.40 for the 'Cruise Volunteer Programme'.

Appendix 2 – UK Shared Prosperity Fund 25/26

Full List of Applications Received

Organisation	Project
Aberdeen Arts Centre	The Architectural Project
Aberdeen Arts Centre	The Technical Upgrade Project
Aberdeen City Council	Increasing Opportunities for Young People
Aberdeen City Council	Aberdeen Ambassadors
Aberdeen City Council	Reimagining Your Central Library
Aberdeen City Council	Creative Learning
Aberdeen City Council	Cummings Park Revamp
Aberdeen City Council	Kainhill Garage
Aberdeen City Council	Youth Work Development
Aberdeen City Council	FoodFun
Aberdeen City Council	Tullos Crescent Allotment
Aberdeen City Council	Bucksburn Swimming Pool
Aberdeen City Council	Acoustic Dampening
Aberdeen City Council	Beach Ballroom
Aberdeen City Council	Holiday Blast (Youth Eruption)
Aberdeen Inspired	Aberdeen City Centre Property and Retail Strategy
Aberdeen Performing Arts	Building Management System Upgrade - HMT
Aberdeen Science Centre	Community engagement and Accessibility Project
Aberdeen Snowsports Club	Freestyle Ski Drop-in Ramp Installation
Absafe	Aberdeen youth Empowerment and Leadership Programme (AYELP)
Alcohol & Drugs Action	Family Harm Reduction/Recovery Support
Befriend a Child	Community Befriending Project
Befriend a Child	Family Support Project
Belmont Community Cinema	Improving the Entrance
Cairns Counselling	Increasing community access to mental health support
Camphill Medical Practice Ltd t/a Camphill Wellbeing Trust	Camphill Wellbeing Trust – Compass Project
Camphill School Aberdeen	Hydrotherapy pool for Children and Young People with Additional Support
CFINE	Community Food Initiatives North East
Citymoves Dance Agency SCIO	United Aberdeen Dance Project
Community Outreach Group Aberdeen	Kitchen Upgrade
Crow House Projects	Northern Lights Film Initiative
Culture Aberdeen	Culture Aberdeen Transition
Cygnus Enterprise Limited	Providing SVQ qualifications in SSCYP
Denburn Residents and Tenants Association	Upper Denburn Gardens
Denis Law Legacy Trust	Sport Plus
East Grampian Coastal Partnership (EGCP)	Aberdeen City Coastal Path Study
Ferryhill Railway Heritage Trust	New Community Workshop Facility
Grampian Cardiac Rehabilitation Association (GCRA)	Specialist exercise service for people with cardiac and chronic health conditions in Aberdeen City
Grampian Women's Aid	GWA Womens Support Services
Growing2gether	Growing2gether: Strengthening Communities by Building Local skills, Wellbeing and Resilience
Home-Start Aberdeen	Supporting vulnerable families
Instant Neighbour	UpcycleInc
Jesus House Torry	Torry Youth & Leisure Centre Revamp
Kingswells Community Centre	Youth Club Equipment
Middlefield Community Project	Lifelong Learning & Area Profile Project
NESCAN	Envirolution and the September Launch of Climate Week North East 2025
North East Scotland Retrofit (NESFIT) Hub Ltd	Torry Community Engagement for Decarbonisation
Our Union Street	Our Aberdeen
Rotary Club of Aberdeen Deeside Trust	Allplay Ability Wheelchair Swing
Sound Scotland	soundcommunities year 2
St George's Community Centre SCIO	St George's Community Centre SCIO
Station House Media Unit (SHMU)	Extension to Station House
Techfest	TechFest's Blueprint Challenge: A Future Highstreet
The Bread Maker	The Bread Maker Coffee Shop Refurbishment
The King's Community Foundation	Bridge Centre Retrofit
Tillydrone Community Campus SCIO	Arts for all in Tillydrone
Tillydrone Community Development Trust	Benholms Gateway
Touch of Love Outreach	Building Bridges: Empowering Minority Ethnic Communities in Aberdeen
Victim Support Scotland	ASB Support Service
Visit Aberdeenshire	Northern Lights
Visit Aberdeenshire	Business Events Leads Projects
Visit Aberdeenshire – Cruise Volunteer Programme	Cruise Volunteer Programme
Your Love Rara	Rara Roots – Emphasising deep connections and strong foundations, focused on unity and expansion

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Appendix 3: UK Shared Prosperity Fund 2025/26 – Extracts from Projects Recommended for Approval

Aberdeen Deeside Rotary Trust - All ability Wheelchair Swing Project - £13,000.00

Aberdeen, population circa 214,000, is Scotland's third largest city. It is served by NHS Grampian which has over 9000 wheelchair users -- a large proportion of these being children and young adults. There is currently no wheelchair accessible swing equipment in any public park in Aberdeen.

Following discussions with Aberdeen City Council, the Rotary Club of Aberdeen Deeside Trust, in partnership with the Rotary Club of Aberdeen Bon Accord, have agreed to raise £24,000 to purchase and install an Ability Wheelchair swing in Duthie Park as part of the planned upgrade to the play area. The Council has undertaken to maintain the swing post installation. The swing will enhance opportunities and allow wheelchair dependent people access to an activity many take for granted, improving well-being, inclusivity, and fuller participation in park activities.

Aberdeen Inspired - Aberdeen City Centre Property and Retail Strategy - £39,000.00

Aberdeen Inspired is seeking funding to commission a leading retail insights firm to produce an Aberdeen City Centre Retail and Property Strategy. This comprehensive review will assess the current health of retail property in Aberdeen's city centre and create an actionable plan to understand existing gaps, identify viable investment prospects, and enhance the retail offering. The strategy will focus on optimising property utilisation and delivering a more vibrant, resilient occupier mix for the city.

The project will conduct catchment demand analysis, geodemographic data collection, and competitor benchmarking to understand consumer patterns, spend leakage, and market saturation. This knowledge will help determine how vacant spaces can be repurposed to improve the city centre and better serve local and regional consumer markets.

Aberdeen Performing Arts - Building Management System Upgrade – HMT Project - £48,895.00

Aberdeen Performing Arts seeks funding to upgrade the Building Management System (BMS) at His Majesty's Theatre to ensure efficient operation of the building. Currently, the BMS panels operate independently, but with the planned upgrades, they can be managed centrally and operate more energy efficiently. The upgrades will cover multiple areas including the boiler house, auditorium, dress rooms, foyers, and bars.

Independent site audits have identified the BMS upgrade as beneficial for sustainability and cost reduction. Through implementing these changes, the organisation will reduce emissions and operating costs, allowing for further

improvements to venues, buildings, and programming while preparing for future cost increases.

Aberdeen Science Centre - Community Engagement and Accessibility project - £73,198.00

Aberdeen Science Centre seeks support for their Community Engagement Programme and new accessibility initiatives. This programme connects underserved individuals in Aberdeen with STEM learning opportunities to enhance skills, knowledge, and raise aspirations. The project aims to directly impact around 1,155 individuals through community engagement and 2,950 through accessibility initiatives.

The programme includes community STEM engagement sessions, tailored group visits, quiet sessions, sensory space improvements, and visual communication tools. By targeting underrepresented groups and providing hands-on workshops, the project helps develop both STEM and life skills while challenging preconceptions about who can engage with STEM subjects.

Aberdeen City Council – Increasing Opportunities for Young People - £40,330.00

The proposal seeks funding to recruit two youth workers for Aberdeen City Centre to engage with young people, develop educational and recreational opportunities, identify safe spaces, and collaborate with partners, aiming to make the city centre safer, reduce antisocial behaviour, and support vulnerable youth.

This project delivers on the UKSPF Communities and Place interventions by improving the city-centre for young people and stakeholders. Young people will feel safer and their needs will be listened and responded to by service providers. Opportunities for young people to engage positively with adults will have positive outcomes such as young people being supported directly by youth workers or signposted to relevant services; challenging behaviour being addressed; increased educational and recreational activities in city-centre spaces and vulnerable young people being diverted from risk-taking behaviour.

This project will meet the Communities and Place objectives by strengthening social fabric and building resilient, healthy and safe neighbourhoods.

Alcohol and Drugs Action - Family Harm Reduction/Recovery Support - £19,801.41

The Family Harm Reduction/Recovery Project targets family members who support loved ones with substance use issues across Aberdeen City. The project aims to increase awareness about reducing drug-related harm, increase the availability of Naloxone alongside practical harm reduction tools, develop recovery-focused support for family members, and build capacity through accessible resources designed to aid self-learning and peer-led volunteering.

The project will develop various media formats and resources, integrate with existing resources like the 'Aberdeen Protects' app, utilise opportunities via community-based events, and co-design with lived experience involvement. This vital investment will enable new community-level approaches to tackling a major health priority within Aberdeen City, creating a legacy that can be sustained beyond the initial funding cycle.

Aberdeen City Council – Bucksburn Swimming Pool - £173,140.00

The Bucksburn Swimming Pool Recommissioning Project focuses on bringing a vital community asset back into public use following its closure. This project will undertake comprehensive improvements to the facility to create an accessible, energy-efficient, and modern swimming pool that serves the local community and contributes to health, wellbeing, and social cohesion in the area.

The project includes: Creation of an enlarged, fully accessible changing room with direct access from reception to the pool hall, significantly improving accessibility for disabled users; Internal fabric repairs to address deterioration and improve the user experience; and installation of new fixtures, fittings, and equipment to modernise the facility

The project will directly benefit:

- Local residents of all ages, particularly children, families, and older adults who rely on the pool for exercise and recreation;
- Schools and community groups who use the facility for swimming lessons and activities;
- Individuals with disabilities who will benefit from enhanced accessibility features;
- The wider community through improved health outcomes, increased social connections, and enhanced community pride

The recommissioned facility will provide a safe, accessible, and sustainable swimming venue that promotes physical activity, improves wellbeing, and strengthens community bonds in the Bucksburn area and beyond.

Befriend a Child - Family Support Project - £19,152.50

The funding will deliver a Family Support Project to 40 parents and carers struggling with hardship and social isolation in priority areas of Aberdeen City. A Family Support Co-ordinator will build supportive relationships with each family, providing individualised support plans with achievable goals in areas such as advice and guidance, financial support applications, community connections, life skills training, and employment resources.

From October 2025 – March 2026, families will also receive care packages to help with financial hardship. The project will improve the lives of socially isolated families with defined outcomes including improved mental health and wellbeing, improved resilience, reduced social isolation, and reduced financial hardship. It supports the

fund's core objectives by improving people's life chances, strengthening communities and supporting mental health and wellbeing.

Belmont Community Cinema - Improving the Entrance project - £100,000.00

The Belmont Cinema Ltd. is a charity established to reopen Aberdeen's only independent cinema as an accessible, not-for-profit venue for all. Based in the city centre, the cinema aims to improve Aberdeen by bringing educational, cultural, and economic benefits through diverse film screenings, festivals, and educational opportunities in partnership with local organisations.

The funding will cover essential refurbishments to the entrance, lobby, and kiosk areas to increase space, light, and ease of use. These improvements will support accessibility, increase audience numbers, improve customer experience, and enhance in-venue spending. Once fully operational, it is estimated the venue will attract audiences of around 100,000 per annum, contributing to community cohesion, the local economy, and pride in place while preserving the significant heritage of the C-listed building.

Visit Aberdeenshire – Northern Nights Campaign - £50,000.00

Funding is sought for the "Northern Nights: The City Comes to Light" campaign, which will promote Aberdeen as a vibrant winter destination in early 2026, leveraging cultural events like SPECTRA and Granite Noir to boost hotel occupancy, visitor footfall, and revenue, while supporting local tourism and hospitality businesses through targeted marketing, digital cultural trail maps, and night-time city photography.

The proposed Northern Nights: the City comes to Light campaign will promote experiences in the city during the early months of 2026 when nights are longer. The message will be about making this a positive reason to travel. It is our intention to bolster hotel occupancy and revenue per available room (RevPar) during this time in the city centre. Average weekend occupancy in Q1 2024 was down 14.9% compared to 2023, with RevPar down 21.4%. Footfall in Aberdeen city centre over winter 2024 totalled 4.7 million, a reduction from 4.8 million from 2023. There is an opportunity to help mitigate this reduction by encouraging more visits.

Citymoves Dance Agency - United Aberdeen Dance project - £47,089.00

Citymoves Dance Agency aims to collaborate with Dance United Yorkshire to deliver "Unite Aberdeen," an intensive four-week dance intervention for disengaged young people aged 14-25 who are excluded from mainstream education, at risk of offending, or suffering from poor mental health. The project invites approximately 20 young people to work towards a community-facing performance at The Lemon Tree in Aberdeen.

The eight-month project (August 2025 – March 2026) includes artist training, choreographic laboratory, intensive recruitment with home visits, a 25-day project period, and a final performance. This multi-layered initiative will create lasting impact by investing in young people, artists, families, cultural engagement, and community

wellbeing while engaging those who would not traditionally encounter contemporary dance.

Community Outreach Group – Upgraded Kitchen - £3,800

This funding would allow them to install new work benches, extra cupboards and paint the kitchen which will allow them to be able to offer users a proper meal and two breakfasts each week with the kitchen supporting those facing homelessness, addiction, mental health, loneliness and isolation and poverty.

Cog currently sees and supports around 200 vulnerable people each week. To be able to offer them a proper meal and two breakfasts each week will assist us in further supporting these people. We support those facing homelessness, addiction, mental health, loneliness and isolation and poverty.

Providing meals will further strengthen the relationships we have with attendees which then leads us to helping them to engage with appropriate services such as Aberdeen In Recovery and Alcohol and Drugs Action.

Denburn Residents and Tenants Association - Upper Denburn Gardens - £10,000.00

Following the closure of the Denburn Health Centre, the surrounding deck area has faced challenges with weeds, graffiti, and disrepair. The Upper Denburn Gardens Group has conducted fortnightly community-led clean-ups and now plans to transform this space into a vibrant, artistic, and green park in the heart of Aberdeen through the introduction of raised planters, improved accessibility, and outdoor art, gardening and social activities.

The project will bring the community together to tackle loneliness and anti-social behaviour, strengthen the local network of small businesses, offer a platform for local artists and school children, and create opportunities for learning about biodiversity in an urban context. This takes advantage of an existing under-utilised structure with high embodied carbon and extends its lifespan with limited resources.

East Grampian Coastal Partnership - Aberdeen City Coastal Path Study - £9,450.00

East Grampian Coastal Partnership seeks funding for a feasibility study on the Aberdeen City section of a proposed 140-mile North East Scotland Coastal Trail, which would link St Cyrus to Cullen and connect to existing networks in Angus and Moray. With support from Aberdeen City and Aberdeenshire Councils, VisitAberdeenshire, and other stakeholders, the project aims to establish the route as one of Scotland's Great Trails.

The five-month feasibility study will assess the Aberdeen City coastline, covering various neighbourhoods and including route assessment, infrastructure review, accessibility recommendations, stakeholder engagement, development strategy, and funding opportunities. This study represents a valuable investment for the UKSPF,

laying the groundwork for a transformative coastal route that delivers lasting economic, social, and environmental benefits to North East Scotland.

Grampian Cardiac Rehabilitation Association - Service development – specialist exercise service for people with cardiac and chronic health conditions in Aberdeen City project - £15,000.00

The project centres around promoting and increasing community engagement with a network of 11 specialist exercise classes for people with cardiac and long-term health conditions in Aberdeen City. The unique exercise programme is specifically formatted to support people with health conditions to exercise safely and effectively for the long term, rather than the time-restricted statutory programmes typically available for only 8-12 weeks.

The service is delivered by six professional specialist exercise instructors with a Marketing Coordinator leading promotional activities. This funding represents a good investment because it will support a unique specialist service that empowers people to proactively self-manage their conditions, alleviate pressure on strained statutory health and social care systems, and address preventable health conditions with high morbidity and mortality rates.

Grampian Women's Aid - GWA Women's Support Services - £45,469.70

Grampian Women's Aid provides essential practical and emotional support to women and children who have experienced domestic abuse. With a 14% increase in referrals this year supporting over 1,400 women, they currently have 54 women and 32 children on waiting lists. This funding will increase Support Practitioner hours to reduce waiting lists and meet the growing demand for vital services in Aberdeen City.

Support Practitioners provide crisis intervention, risk assessment, recovery support, and sustained wellbeing assistance through face-to-face support at their Northfield base. The organisation also provides the only safe refuge accommodation in the city for women and children (currently operating at 96% occupancy) and peer support services to reduce isolation and amplify the voice of lived experience in strategic planning forums.

Growing2gether - Strengthening Communities by Building Local Skills, Wellbeing and Resilience project - £28,865.00

Growing2gether is the only project in Scotland to build positive health and wellbeing, skills and life chances of disadvantaged young people by connecting them as mentors to nursery children. Three 16-week programmes will target 24 pupils from low-attaining schools (Lochside Academy/Northfield Academy/St Machars) who will mentor 24 nursery children with social/personal/communication challenges.

Young people mentor the children for 1.5 hours weekly followed by group sessions on emotional skills, leading to an accredited SCQF Level 4 qualification. The programme will also train 2-3 additional youth workers to deliver Growing2gether independently in future, supporting capacity building and sustainability. With a proven track record since

2017, 93% of participants reach positive destinations, making this a good investment for strengthening communities.

Instant Neighbour - UpcycleInc Project - £10,000.00

For over 40 years, Instant Neighbour has supported low-income individuals and families in Aberdeen by providing essential reused furniture at affordable prices, foodbank services, and employment opportunities. They seek funding to purchase essential tools and machinery for woodworking, upholstery, and textiles that will enable them to repair, restore, and transform furniture and household goods that would otherwise be discarded.

This investment will increase production quality, expand upcycling capacity, divert an estimated 15 additional tonnes of waste from landfill annually, and provide hands-on training opportunities for at least 20 people annually. The workshops will equip participants with valuable skills in upcycling, restoration, and design, enhancing their employability while supporting Scotland's circular economy and climate resilience goals.

Kingswells Community Centre - Youth Club Equipment - £876.99

The Youth Café at Kingswells Community Centre was established about 18 months ago to provide a safe, warm place for S1-S6 aged children in an area with limited amenities and poor public transport links. Run by younger volunteers who have built strong relationships with attendees, the club offers a space for socialising, games, and sports activities free of charge.

The club has been borrowing electronic equipment from another group, but now seeks to purchase their own. After consulting with the youth, they've identified a need for a karaoke machine, Nintendo Switch console, and table tennis table. The children have already raised money toward these items and are seeking funding for the remainder to ensure the continued success of this valued community resource.

Sound Scotland - Soundcommunities year 2 project - £24,000.00

Sound Scotland aims to consolidate and develop their work with local musicians and offer more opportunities for the wider community through soundcommunities 2025-2026. The project will nurture home-grown talent through youth programmes (Get Creative Ensemble, Get Creative Orchestra, and Go Compose), school workshops prioritising regeneration areas, and support for early-career composers working with local music organisations.

Community events during the festival will include workshops for children at the Science Centre, family concerts at the Maritime Museum, a late-night gig curated by a local composer, and a participation day for local amateur musicians. This project represents a good investment as it targets arts and creative activities, provides employment, develops skills, increases access to musical leisure activities, and showcases local talent at an internationally renowned festival.

Station House Media Unit - Extension to Station House Project - £110,000.00

Station House Media Unit (shmu) is Scotland's leading community media organisation, working with over 1,000 residents annually from Aberdeen's regeneration areas. They are currently transforming the oldest part of their building into a film and recording studio with UKSPF funding, but consultation has highlighted the need for additional space to realise the full potential of this investment.

The proposed extension will provide a dedicated training space, edit suite, staff workspace and kitchen, control room, and storage facilities. These enhancements will double training capacity and allow shmu to expand its public-facing programme to host film screenings, talks, performances, and collaborative events. By improving community access to high-quality media facilities and training, this project directly supports the Communities and Place priority of the UKSPF.

Techfest - TechFests Blueprint Challenge: A Future Highstreet - £10,000.00

TechFest, a leading STEM charity, proposes refocusing their Blueprint Challenge project on Aberdeen, challenging secondary school pupils to redesign their local high street. Students will consider electric power generation, mental health, architecture, and economic stability while developing STEM-driven solutions for their communities, potentially focusing on specific areas like Rosemount, Torry, or Union Street.

The project will run from June 2025 to February 2026, with resources developed by experts from academia and industry. Students will present their final designs at an in-person showcase to stakeholders including council representatives and industry partners. This offers young people a unique opportunity to have their voices heard by decision-makers, bringing fresh perspectives and creative solutions to Aberdeen's community spaces.

The Kings Community Foundation - the Bridge Centre Retrofit - £50,000.00

The project will purchase the first stage of energy-efficient retrofit of the Bridge Centre community building, which is currently difficult and expensive to heat as well as uncomfortably cold in low temperatures. Based on a specialist retrofit assessment, this first stage will include insulation and airtightness measures to the roof and ventilation upgrades, with project management provided by the consultants to ensure proper implementation.

This investment will improve the building's energy efficiency, thermal comfort, indoor air quality, and climate resilience while reducing carbon emissions. The improved building will be more cost-efficient to run, enabling better services to the community, increased comfort for users, and improved air quality. It will also demonstrate the impact of fabric-first retrofit and provide warm spaces during the winter.

Visit Aberdeenshire - Cruise Volunteer Programme - £23,932.00

The 'Welcome' volunteer scheme was created to meet and help orientate visitors during their first moments in Aberdeen, focusing primarily on cruise passengers

arriving in the city. The programme aims to provide a positive first impression of the region, create fulfilling volunteering opportunities that upskill local people and generate civic pride, and change the narrative of the region as a tourism destination.

This funding will enhance the delivery and experience of the welcome volunteer scheme, supporting programme development and preparation for the 2026 season through additional training and recruitment to grow the volunteer pool to 40 people. By driving more footfall into Aberdeen businesses during the cruise season, engaging local residents as volunteers, and fostering civic pride, the programme benefits the local economy, people, and place.

Local Business Support

Aberdeen City Council/SCARF - The Aberdeen Energy Efficiency Programme

The Aberdeen Energy Efficiency Programme supports the city's transition to net-zero carbon by 2045 while assisting businesses and third-sector organisations in reducing greenhouse gas emissions. Building on the success of the UK Shared Prosperity Fund Energy Pilot project, which supported 37 small and medium-sized enterprises with energy-efficiency upgrades totalling £241,798, the scheme offers co-financing for energy and carbon-saving projects.

The programme provides non-repayable grants of up to £10,000, covering up to 50% of total project costs. Eligible initiatives include upgrading heating systems, enhancing insulation, installing LED lighting, improving equipment efficiency, and implementing renewable heat technologies. Aberdeen City Council will work with SCARF, a charity with over 35 years of experience in energy-saving advice, to deliver the scheme effectively.

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	7 May 2025
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Our Union Street
REPORT NUMBER	CR&E/25/099
EXECUTIVE DIRECTOR	Gale Beattie
CHIEF OFFICER	Julie Wood
REPORT AUTHOR	Laura Paterson
TERMS OF REFERENCE	1.1.8

1. PURPOSE OF REPORT

- 1.1 This report provides an update on funding for Our Union Street and approval to allocate grant funding.

2. RECOMMENDATIONS

That the Committee:-

- 2.1 Note an additional allocation of £400,000 from Scottish Government to Aberdeen City Council specifically to support Our Union Street with delivery of City Centre Regeneration Activity;
- 2.2 Approve payment of up to £400,000 to Union Street Partnership Ltd, trading under Our Union Street, upon submission and approval of a delivery plan which supports the Union Street Action Plan; and
- 2.3 Delegate authority to the Chief Officer – City Development and Regeneration to review and approve the delivery plan in recommendation 2.2 and approve the provision of a grant to Union Street Partnership Ltd and the entering into a grant agreement following consultation with the Chief Officer – Finance, Chief Officer – Commercial & Procurement Services and the Convener and Vice Convener of Finance & Resources Committee.

3. CURRENT SITUATION

- 3.1 The Union Street Partnership Ltd was established in 2022 and is recognised under the trading name of Our Union Street. The organisation is funded through private and public sector partnerships. Aberdeen City Council committed £100,000 over a three year period to the organisation at Council Budget on 1 March 2023.
- 3.2 Scottish Government have confirmed a funding contribution of £400,000 to Aberdeen City Council to support city centre regeneration activity currently being undertaken by Our Union Street.

- 3.3 It is recommended that expenditure be approved to Our Union Street upon submission of a delivery plan which reflects the current priorities of city centre regeneration and aligns with approved Council policies, including the Union Street Action Plan. This delivery plan would be subject to review and approval by the Chief Officer – City Development and Regeneration, following consultation with the Chief Officer – Finance, Chief Officer – Commercial and Procurement Services and the Convener and Vice Convener of Finance & Resources Committee.

4. FINANCIAL IMPLICATIONS

- 4.1 Aberdeen City Council are in receipt of £400,000 from Scottish Government to support the work of Our Union Street in delivering city centre regeneration activity.
- 4.2 Following the Public Pound Policy is adhered to and relevant checks undertaken to ensure the organisation is compliant.

5. LEGAL IMPLICATIONS

- 5.1 All payments to Our Union Street will be subject to a signed grant agreement which complies with internal legal and governance requirements, including Subsidy Control Assessment.

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	Negative impact on delivery of Council Priorities	Funding approved upon submission of delivery plan which aligns to Council Priorities	L	Yes
Compliance	Non-compliance with funding conditions	Grant agreement and quarterly meetings established to review delivery	L	Yes

Operational	Failure to deliver agreed objectives	Continued appointment of board observer, supported by officers	L	Yes
Financial	Funding not spent in accordance with grant agreement	Quarterly reporting and monitoring established	L	Yes
Reputational	Failure to deliver on challenges within city centre	Continued cross-sector partnership working to address any issues arising	L	Yes
Environment / Climate	None			

8. OUTCOMES

<u>Council Delivery Plan 2024</u>	
	Impact of Report
Aberdeen City Council Policy Statement <u>Working in Partnership for Aberdeen</u>	<p>As detailed in the Council Delivery Plan 2024, this report supports the following commissioning intention of City Development & Regeneration:</p> <p>“In collaboration with Strategic Place Planning, implement the Union Street Empty Shops Plan and support the work of Our Union Street including Marks and Spencer”</p>
<u>Local Outcome Improvement Plan 2016-2026</u>	
Economy Stretch Outcomes	There is potential for this funding to be utilised to support start up activity in the city centre, which aligns to Stretch Outcome 2.
Place Stretch Outcomes	The proposals within this report support Stretch Outcome 15, as it enables a public/private partnership to lead on delivery of improvements within the city centre which includes the support of local community groups.
Community Empowerment Stretch Outcomes	The recommendations within this report enable people and communities to work together to support the regeneration of the city centre, subsequently supporting Stretch Outcome 16

Regional and City Strategies	<p>The proposals within this report support the City Centre and Beach Masterplan by enabling regeneration activity within the city centre.</p> <p>The subsequent impact of this funding is anticipated to support the wider Regional Economic Strategy through driving key tourism and retail initiatives.</p>
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9. IMPACT ASSESSMENTS

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

10. BACKGROUND PAPERS

- 10.1 COM/23/222, Union Street Partnership Ltd, Finance and Resources Committee, 5 July 2023

11. APPENDICES

- 11.1 N/A

12. REPORT AUTHOR CONTACT DETAILS

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

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources Committee
DATE	7 th May 2025
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Cluster Risk Registers and Assurance Maps
REPORT NUMBER	CORS/25/093
DIRECTOR	Andy MacDonald
CHIEF OFFICER	Vikki Cuthbert, Martin Murchie, Steve Roud, Julie Wood, Jonathan Belford, Craig Innes, John Wilson and Stephen Booth
REPORT AUTHOR	Chief Officers
TERMS OF REFERENCE	2.1.4

1. PURPOSE OF REPORT

- 1.1 To present the Cluster Risk Registers and Assurance Maps in accordance with Finance and Resources Committee Terms of Reference to provide assurance that risks are being managed effectively within the Clusters detailed below.

2. RECOMMENDATION(S)

That the Committee note the Cluster Risk Registers and Assurance Maps set out in appendices A to O.

3. CURRENT SITUATION

- 3.1 The Risk Management Policy Framework states that committees should receive assurance on the risk management arrangements which fall within their terms of reference. This is provided through the risk registers for the relevant Clusters which fall within the remit for this Committee as detailed below:

- Governance (Legal and Assurance)
- Data Insights HDRCA
- Digital and Technology
- City Regeneration and Environment
- Finance
- Commercial and Procurement Services
- Capital
- Corporate Landlord (Asset Management)

- 3.2 The Audit, Risk and Scrutiny Committee is responsible for overseeing the overall system of risk management and for receiving assurance that the Extended Corporate Management Team (ECMT) are effectively identifying and managing risks. Reviewing the strength and effectiveness of the Council's system of risk management as a whole is a key role for the Committee.

Risk Registers

- 3.3 The Council's Risks Registers are tools used by Functions and Clusters to capture and manage the risks which could prevent achievement of organisational outcomes and service delivery.
- 3.4 The Council's Corporate Risk Register (CRR) captures the risks which pose the most significant threat to the achievement of the Council's organisational outcomes and have the potential to cause failure of service delivery. The CRR is scrutinised annually by the Audit, Risk and Scrutiny Committee.
- 3.5 The Cluster Risk Registers are set out in appendices A to G and reflects the risks which may prevent each Cluster from delivering on organisational outcomes and services, these risks may be escalated to the CRR where deemed necessary.
- 3.6 The risks contained within the Risk Register for each Cluster are grouped by risk category in appendix P and show the Council's corresponding risk appetite for each category as set within the Council's Risk Appetite Statement (RAS) which was approved by the Audit, Risk and Scrutiny Committee in February 2024.

The Clusters are working towards a target risk score which aligns with the risk appetite.

- 3.7 The Cluster Risk Registers provides the organisation with the detailed information and assessment for each risk identified including;
- **Current risk score** – this is current assessment of the risk by the risk owner and reflects the progress percentage of control actions required in order to achieve the target risk score.
 - **Target risk score** – this is the assessment of the risk by the risk owner after the application of the control actions. This is aligned with the risk appetite for this particular category of risk.
 - **Control Actions** – these are the activities and items that will mitigate the effect of the risk event on the organisation.
 - **Risk score** – each risk is assessed using a 4x6 risk matrix as detailed below.

The 4 scale represents the impact of the risk and the 6 scale represents the likelihood of the risk event.

Impact	Score						
Very Serious	4	4	8	12	16	20	24
Serious	3	3	6	9	12	15	18
Material	2	2	4	6	8	10	12
Negligible	1	1	2	3	4	5	6
Score		1	2	3	4	5	6
Likelihood		Almost immediate	Very low	Low	Significant	High	Very high

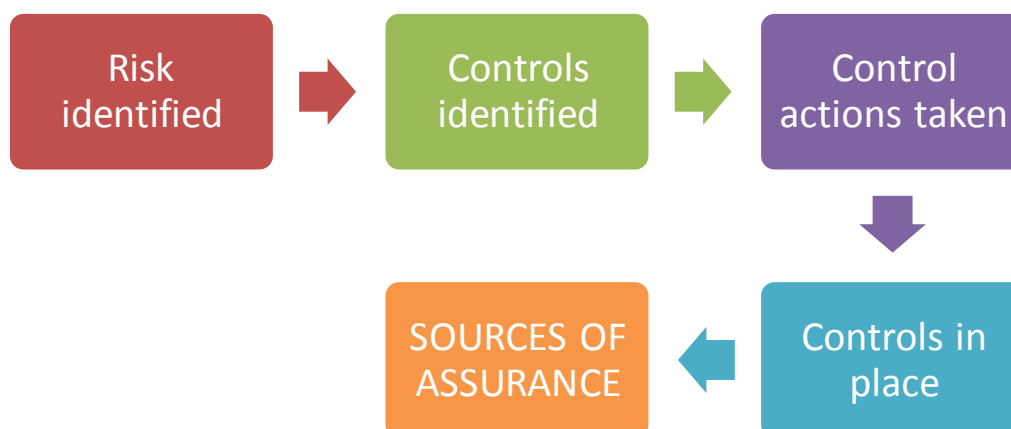
3.8 Development and improvement of the Cluster Risk Registers and associated risk management processes has continued since the Cluster Risk Register was last reported to Committee:

- The Council's Risk Appetite Statement (RAS) was reviewed and updated.
- Work to complete the recommendations from the internal audit of the Council's Risk Management arrangements including enhancements to Cluster Risk Management reporting which are incorporated within this report.
- On-going improvements and updates to the "Managing Risk" pages published on the Council's intranet pages which contains information and links for officers and elected members on the Council's RAS, Risk Management Policy, Guidance and Training. This supports the further embedding of our risk management culture and ensures that everyone knows the part they play in managing risks within the wider system.
- Risk owners and leads continue to review and update risk registers to improve monitoring and reporting across the organisation. These are mechanisms which reflect the day-to-day business of assessing and mitigating the risks and opportunities inherent in delivering public services.

Assurance Maps

3.9 The risk registers which are reviewed by the Council's Committees detail the risks identified within each of the relevant Functions and Clusters and provide detail of the risk, the potential impact and consequence of the risk materialising and the control actions and activities required to manage and mitigate the risk. Assurance Maps as set out in appendices H to O provide a visual representation of the sources of assurance associated with each Cluster so that the Committee can consider where these are sufficient. Sources of assurance are controls which are fully effective, following the completion of control actions.

Presentation of each Cluster's assurance map provides full sight of the defences we have in place as an organisation to manage the risks facing local government.



- 3.10 The Assurance Map provides a breakdown of the sources of assurance within “three lines of defence”, the different levels at which risk is managed. Within a large and complex organisation like the Council, risk management takes place in many ways. The Assurance Map is a way of capturing the sources of assurance and categorising them, thus ensuring that any gaps in sources of assurance are identifiable and can be addressed:

First Line of Defence “Do-ers”	Second Line of Defence “Helpers”	Third Line of Defence “Checkers”
The control environment; business operations performing day to day risk management activity; owning and managing risk as part of business as usual; these are the business owners, referred to as the “do-ers” of risk management.	Oversight of risk management and ensuring compliance with standards, in our case including ARSC as well as CMT and management teams; setting the policies and procedures against which risk is managed by the do-ers, referred to as the “helpers” of risk management.	Internal and external audit, inspection and regulation, thereby offering independent assurance of the first and second lines of defence, the “do-ers” and “helpers”, referred to as the checkers” of risk management.

Risk Overview and Comparison

- 3.11 Below is a comparison with the Cluster risks last reported to Committee in August 2024 by each Cluster:

Governance Cluster Risk Overview

- 3.12 At the present time, there are no Cluster level risks in the Legal and Assurance teams within Governance and as this was the case in August 2024, there are no comparison with previous risk scores to be reported.
- 3.13 The Cluster level risks relating to Protective Services within Governance falls into the remit of the Communities, Housing and Public Protection Committee and will therefore be reported to that committee.

Data and Insights (HDRCA) Cluster Risk Overview

- 3.14 The number of information security incidents reduced in every quarter of 2023, from 57 in Q1 to 41 in Q4. Whilst there was a marginal increase in the number of recorded information security incidents in 2024 compared to the previous year, we remain confident that all incidents are reported and, therefore, we believe that controls are being effective.


Risks de-escalated to Operational level or closed:

None.

New risks added or escalated to Cluster level:

None.

Risks Remaining on the Data and Insights HDRCA Risk Register:

Risk Title	Current Risk Score 2024	Current Risk Score 2025	Movement
Information Governance	12	12	

Digital & Technology Cluster Risk Overview

- 3.15 Digital & Technology continues to manage risk through its management team meeting structure and through the formal methodologies that relate to programme and project delivery. The cluster continues to manage contraction through redesign and process optimisation whilst monitoring any impact on risks within the operational risk register alongside monitoring of risks on the Corporate Risk Register.


Risks de-escalated to Operational level or closed:

None.

New risks added or escalated to Cluster level:

None.

Risks Remaining on the Digital and Technology Cluster Risk Register:

Risk Title	Current Risk Score 2024	Current Risk Score 2025	Movement
Climate Change – Digital Infrastructure	9	9	

City Development and Regeneration Cluster Risk Overview

- 3.16 The senior management team, and service managers continue to monitor and manage risk through its management team meeting structure. Uncontrollable risks are acknowledged and monitored, such as price fluctuations in the energy sector, which has a direct impact on the economic health of the city. Just transition and inward investment form part of the wider risk awareness and assessment for the city's health.
- 3.17 The specific risk related to the care and management of the city's archive will require capital investment, including external funding applications, to comply with statutory obligations and cluster aspirations.


Risks de-escalated to Operational level or closed:

None.

New risks added or escalated to Cluster level:

None.

Risks Remaining on the City Development and Regeneration Cluster Risk Register:

Risk Title	Current Risk Score 2024	Current Risk Score 2025	Movement
Relocation of City Archives (Old Aberdeen House)	18	18	

Finance Cluster Risk Overview

- 3.18 The Finance Cluster risk register was last reviewed by Committee in August 2024. A Finance Restructure of the Finance Monitoring & Advisory / Business Partnering / Systems & Controls including Counter Fraud / Social Care Financial Assessments is on-going and aimed at streamlining functions, improving financial reporting capabilities, and advancing the use of automation tools. Digital improvements to financial systems continue to be rolled out, and the upgrade of the Council's financial ledger system now scheduled for this financial year. The transfer to a cloud-based system is expected to improve system performance and reliability.

Increased attention is being given to the risk of fraud with several actions being taken by the Finance team, in conjunction with Council officers, to address identified areas of risk following the high-profile case involving Council Tax embezzlement .


Risks de-escalated to Operational level or closed:

None.

New risks added or escalated to Cluster level:

None.

Risks Remaining on the Finance Cluster Risk Register:

Risk Title	Current Risk Score 2024	Current Risk Score 2025	Movement
Failure to deliver key financial services in the event of the failure of plans, capabilities, systems and processes	8	8	

Commercial and Procurement Cluster Risk Overview

- 3.19 The C&PSS Risk Register was last reviewed by committee in August 2024. Since the last report the Supply Chain Commodity Risk was de-escalated from a Corporate Level Risk to a Cluster Risk as inflation had stabilised to a degree and less requests for price increases on contracts were coming through the system. Given the announcement on National Insurance increases and the impact that tariffs may have on the competitive landscape this risk will be closely monitored and regular assessment carried out on potential controls/mitigations and to assess scale of impact all of which will support limiting the exposure for the Council, assessment will include whether this should be escalated to a Corporate Risk. A robust process of scrutiny and negotiation with suppliers in relation to any price increase request including those referenced above is in place with regular communication with contract owners on the application of the process.
- 3.20 Progress has continued to be made on control actions relating to Procurement Compliance, Climate Change, Procurement Fraud, Delivery of KPI's and benefits of Scotland Excel Membership. New or revised processes and procedures have been put in place across a range of areas to support further assurance around the risks noted above, this work will continue across the coming months, with implementation of an assurance reporting model in this

period to support evaluation of effectiveness of measures implemented. Risks continue to be monitored regularly by SMT whilst processes are introduced and impact on risk scores considered.

Risks de-escalated to Operational level or closed:

1. Shared Procurement Service Partner Withdrawal

New risks added or escalated to Cluster level:

1. Supply Chain - Commodity Risks

This risk continues to be monitored closely particularly following national insurance increases, introduction of trade tariffs and other geo-political events and will be escalated to the Corporate Risk register if necessary.

Risks Remaining on the Commercial and Procurement Services Cluster Risk Register:

Risk Title	Current Risk Score 2024	Current Risk Score 2025	Movement
Climate Change and severe weather affect the costs and availability of goods and services	9	9	→
Non-Compliance with Procurement Regulations	12	12	→
Procurement Fraud	9	9	→
Supply Chain - Commodity Risks	N/A	9	N/A
Shared Service - Service Level Agreement - Delivery of KPI's	9	9	→
Scotland Excel - Membership does not deliver anticipated benefits	9	9	→

Capital Cluster Risk Overview

- 3.21 The Capital Cluster risk register was last reviewed by Committee on 7 August 2024. Over the last financial year, the most significant risk impacts continue to be those risks which are external to the Council. These are the historical impacts derived from the EU-Exit and the on-going Russia/Ukraine war. In

addition to this, there is further unrest in the Middle East and now more recently from America, there is now a new risk of a global trade war which will inevitably have a further adverse impact on the supply and cost of materials.

- 3.22 We are currently in a period where we don't know the full extent of the impacts that a trade war would have, as threats of tariffs are quoted and exchanged as a regular occurrence. However, should a trade war escalate and gain momentum, then in addition to the supply and cost of materials it will also have an inevitable impact on the timeline for project delivery.
- 3.23 Due to these external factors, there is still a risk that costs will increase for those projects under construction and also those in the future pipeline.
- 3.24 Taken together, the historical impacts have had an adverse impact on construction costs whereby the cost of raw materials and manufactured products have increased, however it is too early to determine what the impacts of an impending trade war will be.

In the meantime;

1. Officers are continuing to experience requests and the need for an extension of lead-in times for the ordering of materials.
 2. Officers are continuing to monitor published advice related to procurement, inflation and the supply chain.
- 3.26 In light of all of the above the Chief Officer – Capital continues to review the approved Capital Programme and maintains a close dialogue with the Finance Cluster for reporting purposes.
- 3.27 Two risks within the Cluster have reduced scores: Capital Projects – Financial Stewardship and Capital Projects – Budget Allocations risk assessment have been reduced from 8 (Likelihood 2 – Very Low, Impact 4 – Very Serious) to 6 (Likelihood 2 – Very Low, Impact 3 – Serious)



Risks de-escalated to Operational level or closed:





None.

New risks added or escalated to Cluster level:

None.

Risks Remaining on the Capital Cluster Risk Register:

Risk Title	Current Risk Score 2024	Current Risk Score 2025	Movement
Capital Projects - Financial Stewardship	8	6	
Construction delays due to	9	9	

interruption to supplies of materials			
Capital Project - Budget Allocations	8	6	
Capital Projects - Developer Obligations Income	8	8	
Capital Projects - Resource	8	8	
Concurrent Risks; External Impacts (Covid, Brexit, War, etc)	12	12	

Corporate Landlord (Asset Management) Cluster Risk Overview

- 3.28 The Corporate Landlord Risk Register is reviewed by the Cluster Managers on a regular basis and requires to be responsive to a range of changing circumstances and issue.
- 3.29 Primary ongoing risk relate to the availability of specialist expertise in a number of areas leading to unfilled vacancies in some key areas of risk. In particular all local authorities are having difficulties in recruiting to Estates Surveyors posts and asbestos inspectors. Within some of these areas agency staff are supporting delivery although this comes at higher costs for less hours with concerns around project continuity. Similarly works is prioritised to reflect more immediate financial of health and safety risks as part of mitigation measures.
- 3.30 The cluster has responded to a number of ongoing risks throughout the reporting cycle including RAAC, roof trusses and electrical testing with escalation to board structures as required.
- 3.31 Significant financial pressures continue driven by construction and general cost inflation (building materials/ external contractors/ materials supply etc.), In turn wider macro and micro economic factors will continue to impact and growth in rental or income delivery. Requirements from our insurances in relation to bv our insurers in relation to building condition and systems is also increasing.
- 3.32 The risk associated with Reinforced Autoclaved Aerated Concrete Panels and Planks (RAAC) was escalated from the Corporate Landlord Cluster level risk register to the Corporate Risk Register to enable the risk and Council's response to be monitored by the Risk Board in addition to the RAAC board. The RAAC risk will be reported alongside the the Corporate Level risks to Audit, Risk and Scrutiny Committee.

Risks de-escalated to Operational level or closed:

Bucksburn Academy – modular space - complete.

Prevent duty – assessment works complete

New risks added or escalated to Cluster level:

Risk Title	Current Risk Score 2024	Current Risk Score 2025	Movement
Failure to ensure buildings are resilient to climate change		12	
Insurance cover Additional requirements		12	

Risks Remaining on the Corporate Landlord Cluster Risk Register:

Risk Title	Current Risk Score 2024	Current Risk Score 2025	Movement
Declining condition of operational property estate, with impact on repair, maintenance and management costs along with higher risk of building failure.	9	12	➡
Risk of non-compliance with Statutory Compliance with Council Properties	20	20	➡
Failure to deliver asset valuations	12	12	➡
Inadequate Asset Management Planning	12	12	➡
Risk to the delivery of Capital and Revenue Income	24	24	➡

Risks relating to other Corporate Landlord risk are also reported to other appropriate committees.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications arising from the recommendations of this report. This report deals with risk management at Cluster level and this process serves to identify controls and assurances that finances are being properly managed.

5. LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications arising from the recommendations of this report. The Council's Risk Registers serve to manage many risks with implications for the legal position and statutory responsibilities of the Council.

6. ENVIRONMENTAL IMPLICATIONS

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

7. RISK

- 7.1 There are no risks arising from the recommendations in this report. The Committee is provided with assurance that the risks presented within the Cluster Risk Register are those that may affect achievement of organisational outcomes and delivery of services for each Cluster are identified, appropriately managed and that the Council's activities are compliant with its statutory duties.

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Strategic Risk	The council is required to have a management system in place to identify and mitigate its risks.	The council's risk management system requires that risks are identified, listed and managed via Risk Registers.	L	Yes
Compliance	As above.	As above.	L	Yes
Operational	As above.	As above.	L	Yes
Financial	As above.	As above.	L	Yes
Reputational	As above.	As above.	L	Yes
Environment / Climate	As above.	As above.	L	Yes

8. OUTCOMES

- 8.1 The recommendations within this report have no direct impact on the Council Delivery Plan however, the risks contained within the Council's risk registers could impact on the delivery of organisational outcomes.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	It is confirmed by the Interim Chief Officer – Governance that no Integrated Impact Assessment is required.
Data Protection Impact Assessment	Not required
Other	Not applicable

10. BACKGROUND PAPERS

- 10.1 None

11. APPENDICES

- 11.1 Appendix 1 to 7 – Cluster Risk Registers for Data and Insights HDRCA, Digital and Technology, City Development and Regeneration, Finance, Commercial and Procurement, Capital and Corporate Landlord.
- 11.2 Appendix 8 to 15 – Assurance Maps for Governance, Data and Insights HDRCA, Digital and Technology, City Development and Regeneration, Finance, Commercial and Procurement, Capital and Corporate Landlord.
- 11.3 Appendix 16 – Cluster Risks grouped by category

12. REPORT AUTHOR CONTACT DETAILS

Name	Mel Mackenzie
Title	Strategic Commercial Manager
Email Address	MeMackenzie@aberdeencity.gov.uk
Tel	07795316388

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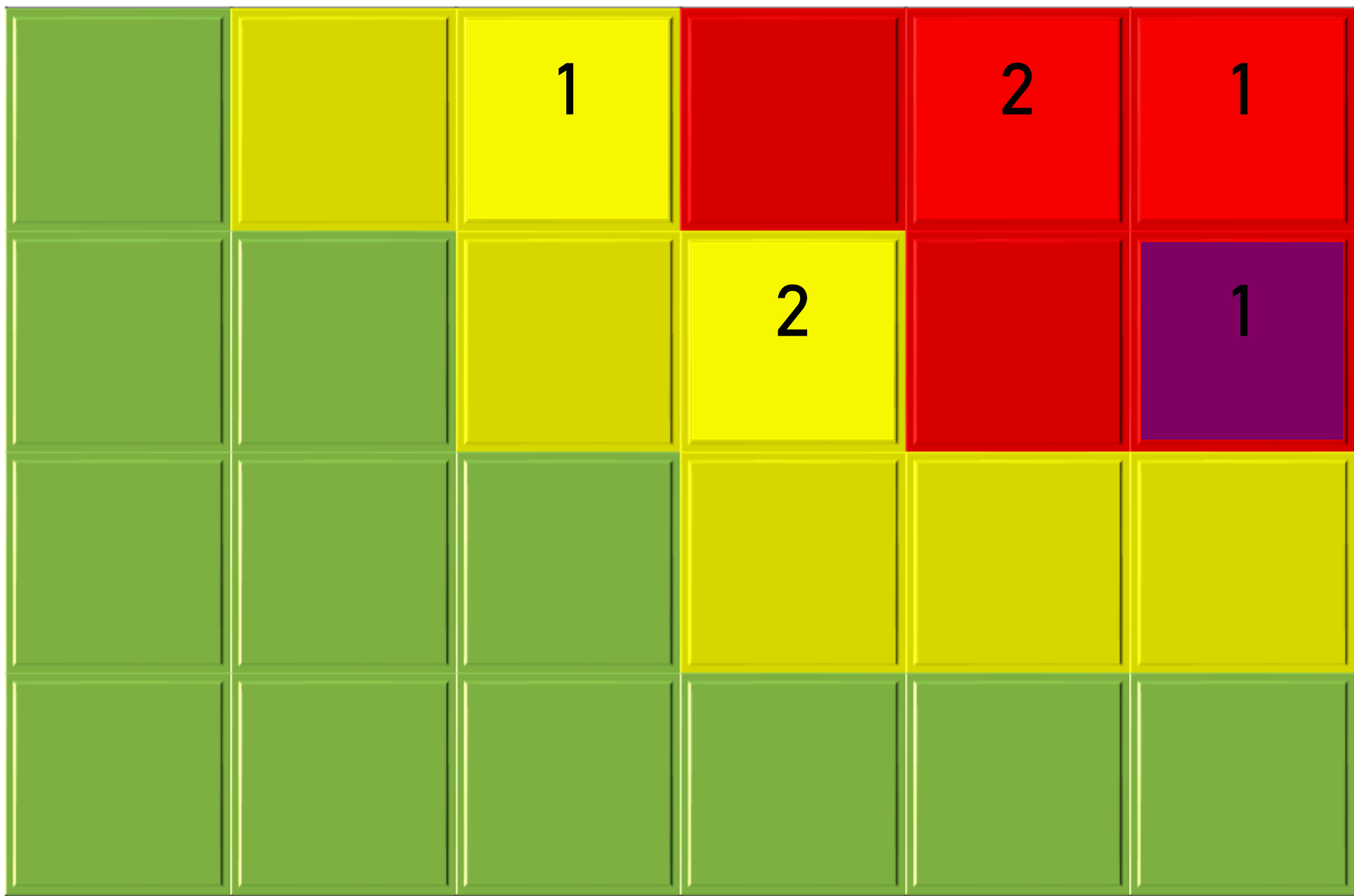
Corporate Landlord Services Risk Register

CURRENT CLUSTER RISKS	CURRENT RISK SCORE
Declining condition of operational property estate, with impact on repair, maintenance and management costs along with higher risk of buidling failure.	9
Failure to deliver asset valuations	12
Inadequate Asset Management Planning	12
Overspend on Cleaning Service Staffing	18
Primary Free School Meals Expansion	20
Risk of non compliance with Statutory Compliance with Council Properties	20
Risk to the delivery of Capital and Revenue Income	24

Number of Cluster Risks

7

Risk Matrix by Likelihood (6) and Impact (4)



FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
Families and Communities	Corporate Landlord	Stephen Booth	David Marshall

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Declining condition of operational property estate, with impact on repair, maintenance and management costs along with higher risk of buidling failure.	1) Aging portfolio - both fabric and M and E installation.	1) 5 yr high level condition and suitability assessments (complete)	4	9	3	4	30 March 2026
	2) Lack of replacement parts. increase in costs. longer to get parts. building non operational for longer periods. (decant risks)	2) Annual m and e inspection and cyclical maintenance programme - on-going					
	3) Higher obsolescence with replacement cost required.	3) Review and reassess C+S approach to asset management - December 2025					
	4) Impact on budget profile. consistent overspend in area.	4) BCP's in place.					
	5) Impact of works being restricted to wind and watertight/ health a and safety for a number of years.						
	6) Lack of preventative/ planned maintenance works.						
	7) Lack of standard parts to be able to retain stock parts.						

FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
Families and Communities	Corporate Landlord	Stephen Booth	David Marshall

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Failure to deliver asset valuations	Risk of failure to complete the asset valuation which is required for the council financial accounts.	Resource plan developed on annual basis although there are vacant posts. Regular meetings with Finance Team. Staff CPD and training. Options around alternative delivery models regularly reviewed. Recruitment of 2 FT Estate Surveyors (complete) - only on agency basis. Outsourcing of the valuation of agricultural assets and the HRA portfolio.	6	12	4	3	30 March 2026

FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
Families and Communities	Corporate Landlord	Stephen Booth	David Marshall

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Inadequate Asset Management Planning	Risk that resources will not be allocated appropriately and efficiently if asset management plan is not in place and is not robust.	<div>Better engagement with public sector partners and ALEO’s.</div> <div>Asset Management Teams pulled together under Corporate Landlord in 2019. Awaiting revised structure.</div> <div>Business cases around asset rationalisation.</div> <div>Programme being managed through Transformation Group.</div> <div>Engagement with other Chief Officers on future and current requirements.</div> <div>School Estates Plan and implementation plan approved by committee and work is ongoing.</div>	2	12	4	3	30 March 2026

FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
Families and Communities	Corporate Landlord	Stephen Booth	David Marshall

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Risk of non compliance with Statutory Compliance with Council Properties	The Council is required to safeguard its employees and members of the public to ensure their health and safety through effective implementation of statutory maintenance and compliance checks such as asbestos management plans, gas safety certification, legionella testing etc.	Statutory compliance policy in place which defines roles, responsibilities and arrangements (complete) Sufficient resource in place across the Council to fulfill legal requirements.- albeit outsourced in many areas -reviews on-going Regular management meetings to discuss compliance. Regular monthly meetings with contractors to review compliance with contract. Monitoring of KPI's in place (on-going) prioritise works around highest and most immediate risk	6	20	5	4	30 March 2026

FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
Families and Communities	Corporate Landlord	Stephen Booth	David Marshall

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Risk to the delivery of Capital and Revenue Income	The Cluster has income targets for capital and revenue income.	<div>Staff have appropriate training, qualifications and engage with market and like professionals.</div> <div>Regular contract management, marketing and income meetings.</div> <div>Use of external property and other consultants, management agreements and managing agents as appropriate.</div> <div>Revised surplus procedure to streamline process.</div> <div>Partnership arrangements in a number of areas to reduce risk, introduce experience.</div> <div>Current projections are being fed into medium term financial plan.</div>	6	24	6	4	30 March 2026

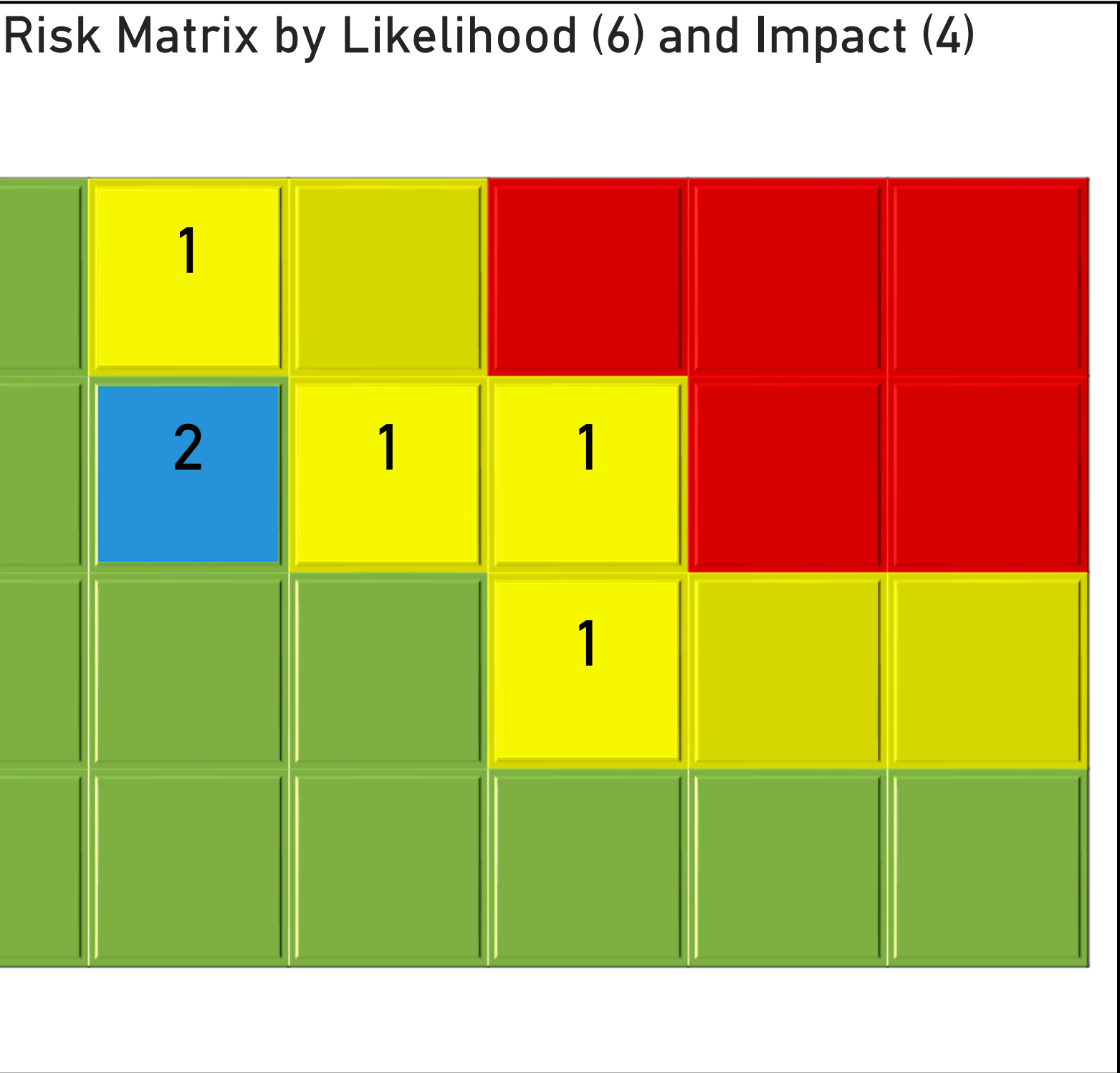


Capital Risk Register

CURRENT CLUSTER RISKS	CURRENT RISK SCORE
Capital Project - Budget Allocations	6
Capital Projects - Developer Obligations Income	8
Capital Projects - Financial Stewardship	6
Capital Projects - Resource	8
Concurrent Risks; External Impacts (Covid, Brexit, War, etc)	12
Construction delays due to interruption to supplies of materials	9

Number of Cluster Risks

6



FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
City Regeneration & Environment	Capital	John Wilson	John Wilson

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Capital Project - Budget Allocations	Budget allocations within approved Outline Business Cases of projects are insufficient for project development/construction and any associated future maintenance obligations.	. Cost estimates for key projects to be reviewed at key stages of delivery. . Regular progress meetings. . Regular reporting to other Chief Officers . Close collaboration with named project sponsor and Chief Officer- Corporate Landlord. . Regular reporting to Chief Officer - Finance . Regular reporting to to Executive Director City Regeneration and Environment. . Quarterly update of approved Capital Programme to Finance and Resources Committee.	8	6	2	3	30 March 2026

FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
City Regeneration & Environment	Capital	John Wilson	John Wilson

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Capital Projects - Developer Obligations Income	The income from Developer Obligations is less than expected.	Cost estimates for key projects to be reviewed at key stages of delivery. Close collaboration with Developer Obligations Team Leader (Strategic Place Planning). Regular progress meetings by project managers of expected developer obligations. Close collaboration with other Chief Officers. Ensure independent internal cost estimate review check is carried out, prior to approving OBC. Regular reporting to Finance Officers, monthly.	8	8	4	2	30 March 2026

FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
City Regeneration & Environment	Capital	John Wilson	John Wilson

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Capital Projects - Financial Stewardship	Risk that management failures / slippage in the delivery of capital projects /failure to secure and or retain funding from external sources, impacts negatively on the Council’s financial stewardship.	Alignment of risk at project and directorate levels with specific regard to allocated budgets Effective project management with risk management training for key managers in relation to the Capital Programme Project delivery reviews Have open communication channels and effective sharing of information within the Cluster Effective communication channels maintained with contractors/developers to minimise disruption Regular reporting to Director and wider CMT Monthly review with Capital Finance Officer Quarterly update of approved Capital Programme to Finance and Resources Committee.	8	6	2	3	30 March 2026

FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
City Regeneration & Environment	Capital	John Wilson	John Wilson

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Capital Projects - Resource	Lack of staff resources which impacts on the delivery of capital projects.	Key projects to have their own risk register Regular risk register reviews for key projects Regular progress meetings for key projects Regular reporting to key Chief Officers Regular reporting to Executive Director City Regeneration and Environment and wider CMT for key projects Significant risks reported to Finance & Resources Committee for key projects Meetings held with Cluster Managers as part of review of 25/26 budget.	8	8	2	4	30 March 2026

FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
City Regeneration & Environment	Capital	John Wilson	John Wilson

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Construction delays due to interuption to supplies of materials	Construction projects delayed due to interruptions to supplies of construction materials due to Covid, Brexit, the Russian invasion of Ukraine (war), unrest in the Middle East, the possibility of a Trade War or imposition of tariffs, climate events or industrial action.	<div>Give consideration to ordering materials in advance of construction start.</div> <div>Give consideration to making more/better use of local materials and suppliers.</div> <div>Give consideration to making more use of recycled and re-usable materials.</div>	6	9	3	3	30 March 2026

FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
City Regeneration & Environment	Capital	John Wilson	John Wilson

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE ▼	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Concurrent Risks; External Impacts (Covid, Brexit, War, etc)	There are a number of significant concurrent external factors such as, but not limited to, the Covid - 19 pandemic, Brexit, the Russia invasion of Ukraine (war), unrest in the Middle East, and the possibility of a Trade War or imposition of tariffs, all of which are having a current and direct impact on the deliverability of projects/programmes contained within the approved Capital Programme. The principle risks are increased costs, shortage of materials, shortage of labour and inflation.	Cost estimates for key projects to be reviewed at key stages of delivery. Strong focus on achieving cost certainty prior to contract commitment. Close collaboration with Developer Obligations Team Leader (Strategic Place Planning) Regular review of costs at design development and construction progress meetings. Close collaboration with other Chief Officers. Ensure independent internal cost check is carried out where required. Regular reporting to Finance Officers. There may be a requirement to review the approved Capital Programme.	8	12	4	3	30 March 2026

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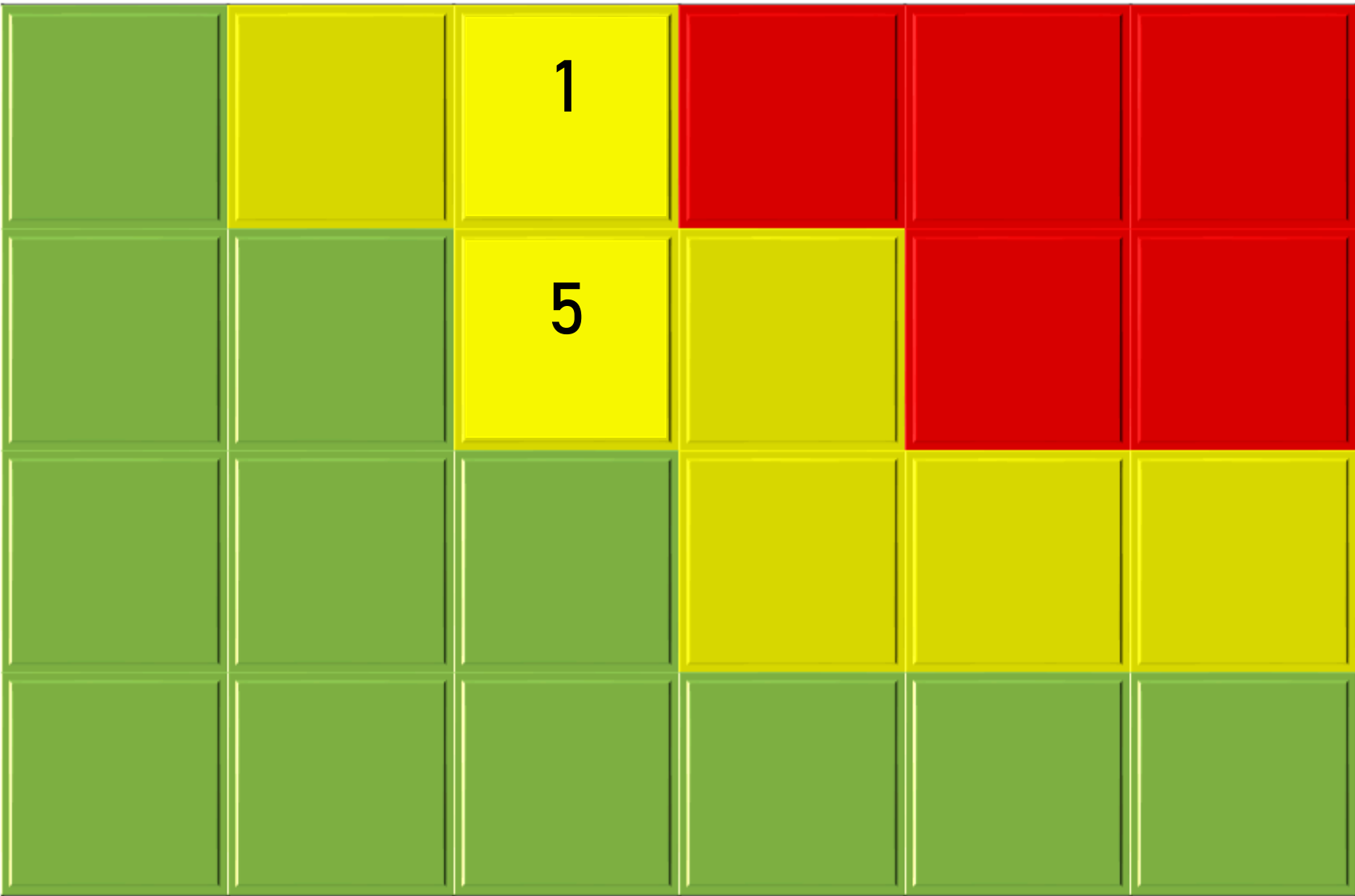
Commercial & Procurement Services Risk Register

CURRENT CLUSTER RISKS	CURRENT RISK SCORE
Climate Change and severe weather affect the costs and availability of goods and services	9
Non-Compliance with Procurement Regulations	12
Procurement Fraud	9
Scotland Excel - Membership does not deliver anticipated benefits	9
Shared Service - Service Level Agreement - Delivery of KPI's	9
Supply Chain - Commodity Risks	9

Number of Cluster Risks

6

Risk Matrix by Likelihood (6) and Impact (4)



FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
Corporate Services	Commercial & Procurement	Craig Innes	Melanie McKenzie

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Climate Change and severe weather affect the costs and availability of goods and services	<p>Failure to embed climate change procurement policy, processes and to consider climate risks in the design life of procurements.</p> <p>Production or supply chain disruptions impact critical services</p> <p>Increase in flooding, heavy rainfall, storms, higher temperatures, a rise in sea level and drought cause damage to supplier stock, result in delivery disruptions and cause depletion of resources, affecting the price of products and the availability of goods.</p>	<p>1. Climate Change/Circular Economy weighting has been incorporated into procurement documents, additional training and guidance is to be developed for Delegated Procurers and rolled out by 30.04.25</p> <p>2. Sustainable Procurement and Community Benefit Policy renewal to take place in 2025, review current considerations within the strategy and the policy on Climate change to support mitigation of risk by 31.12.25</p>	6	9	3	3	31 December 2025

FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
Corporate Services	Commercial & Procurement	Craig Innes	Melanie McKenzie

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Non-Compliance with Procurement Regulations	<p>1. Contract Management - Risk that Strategic & Critical contracts and associated supplier relationships are not managed effectively,, which can have a detrimental impact on the achievement of required outcomes to support commissioning intentions/delivery of LOIP outcomes/achievement of best value.</p> <p>2. Non-Compliance with Procurement Regulations: Governance Arrangements are not fully complied with by Delegated Procurers including seeking approval to go out to market, following procurement procedures correctly and ensuring contracts are recorded on the Contract Register, which could lead to the Council being in breach of Procurement Legislation.</p>	<p>1. Review of all Procurement Documents, Guidance and Procedures to simplify (where possible) and provide clarify for delegated procurers (the review will include adding flow charts/visual prompts to guidance) - to be published on SharePoint by 30.04.25</p> <p>2. Develop model of revised assurance reporting (tied into work on Corporate Assurance Dashboard) by 30.06.25</p>	6	12	3	4	29 June 2025

FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
Corporate Services	Commercial & Procurement	Craig Innes	Melanie McKenzie

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Procurement Fraud	Public procurement is vulnerable to fraud and corruption because of the level of expenditure, the volume of transactions, the complexity of the process and the number of stakeholders involved, these vulnerabilities can also make public procurement a target for Serious & Organised Crime.	<div>1. Revised procurement guidance to be issued based upon horizon scanning, and incorporating best practice from sources such as Red Flags Public Procurement (Audit Scotland/Police Scotland) - to incorporate information recently taken from session delivered by Competition and Markets Authority (CMA) and Scotland Excel by 30.04.25</div> <div>2. Delegated procurer training to be updated with procurement fraud assessment requirements by 30.09.25</div>	6	9	3	3	29 September 2025

FUNCTION	CLUSTER	RISK OWNER ▲	RISK LEAD
Corporate Services	Commercial & Procurement	Craig Innes	Melanie McKenzie

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE ▼	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Supply Chain - Commodity Risks	1. Impacts on Supply Chain due to ongoing market impacts/volatility from Brexit/Covid/Invasion of the Ukraine and inflation continuing to affect key commodities such as Utilities, Construction & Construction Materials, Food, Waste, Transport, Fuel, and Manufacturing i.e. Vehicle Purchase 2. Impact on commodity and service costs due to increase in National Insurance Contributions 3. Impact of Tarriffs leading to: - Increased prices for imported goods - Reduced availability of goods - Impact on competitive landscape	1. Monitor price increases and continue to challenge (Track & Report on Increases at each quarterly Strategic Procurement Board) along with reports on market trends - Ongoing 2. Regular review of products (Core Lists) with services & suppliers/Work with Scotland Excel & Framework Suppliers to look at alternatives where shortages/increased pricing are indicated - Ongoing 3. Capital teams to continue to monitor Construction Sector Market volatility and assess the associated impact on procurement strategies including timing and approach - Ongoing. 4. Energy Management teams to continue to monitor and report on the situation with energy markets and pricing - Ongoing. 5. Monitor changes in trade laws, tarriffs & customs procedures - Ongoing.	6	9	3	3	31 December 2025

FUNCTION	CLUSTER	RISK OWNER ▲	RISK LEAD
Corporate Services	Commercial & Procurement	Craig Innes	Melanie McKenzie

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE ▼	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Shared Service - Service Level Agreement - Delivery of KPI's	Risk that Commercial & Procurement Shared Service are unable to deliver against agreed KPI's within Service Level Agreement due to capacity/resource limitations, lack of stakeholder engagement and/or limited uptake and engagement with delegated procurer training/guidance. The impacts on the KPI's could include: 1. Decreased Local Supplier Spend/Lack of engagement with local supply chain 2. Missed opportunities to seek Community Benefits/Fair Work/Carbon Reduction Outcomes 3. Efficiency savings not achieved as per targets set	1. Review with Community Benefit Manager in Highland approach and develop a Communication programme and provide further support to DPA's by 30.06.25 2. Refresh of Sustainable Procurement & Community Benefit Policy by 31.12.25 (Adoption by Shire/Highland or alternative policy as appropriate) 3. Implementation of system for reporting on Community Benefits, Sustainable Procurement Outcomes to support reporting and identification of target areas by 30.09.25	6	9	3	3	29 September 2025

FUNCTION	CLUSTER	RISK OWNER ▲	RISK LEAD
Corporate Services	Commercial & Procurement	Craig Innes	Melanie McKenzie

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE ▼	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Scotland Excel - Membership does not deliver anticipated benefits	The ability of Scotland Excel to deliver against their objectives and demonstrate value to the Councils as members during challenging financial, environmental and socio-economic times in relation to: - provision of Framework Agreements which deliver value for money/financial efficiencies - delivery of Community Benefits & Sustainable Procurement on behalf of the Shared Service Partner Authorities	<ul style="list-style-type: none">• Work at national level (Solace) delivery of further savings through collaboration i.e. Microsoft Licences, Purchase Cards - C&PSS engagement with SXL on potential opportunities - Ongoing input and assessment on opportunities.• To work with SXL on provision of data on opportunities with detail at a Council level to inform participation in saving initiatives.• Continuing focus on added Core Value delivered for all member councils.•Ongoing robust market testing in relation to existing FWA's and also of all new shared service propositions.•Ongoing robust business model is in place for all new services (cost to serve, funding/uptake forecasts).•Regular engagement with Chief Execs, Finance Directors, Corporate Procurement Leads and Elected Members demonstrating the value added by Scotland Excel.	6	9	3	3	31 December 2025

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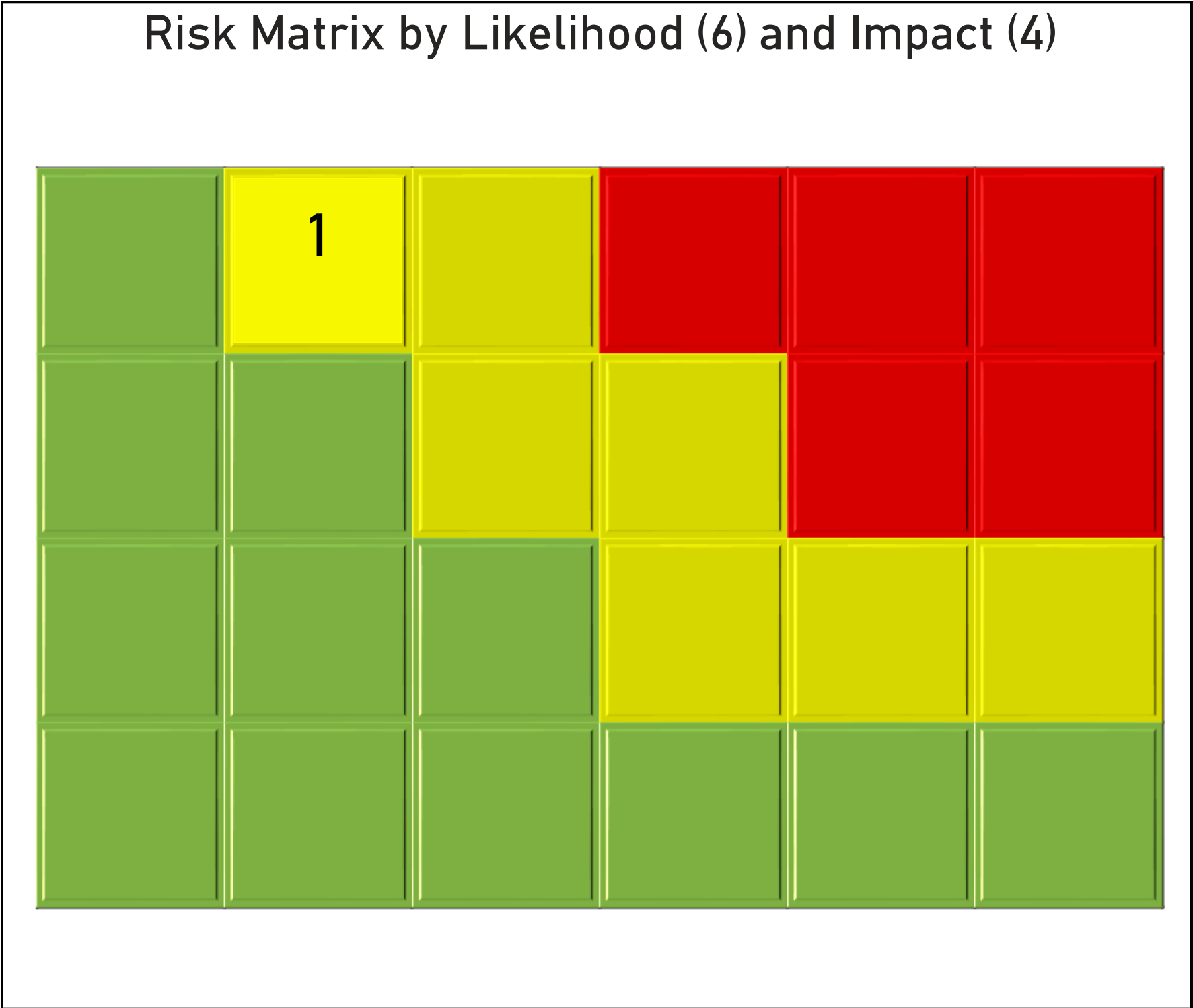


Finance Services Risk Register

CURRENT CLUSTER RISKS	CURRENT RISK SCORE
Failure to deliver key financial services in the event of the failure of plans, capabilities, systems and processes	8

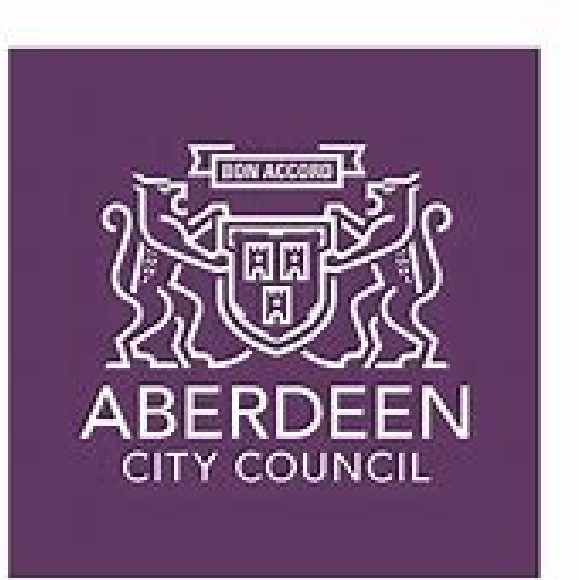
Number of Cluster Risks

1



FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
Corporate Services	Finance	Jonathan Belford	Bernadette Bularan and Laura Colliss

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Failure to deliver key financial services in the event of the failure of plans, capabilities, systems and processes	Failure to deliver statutory monitoring Failure to administer NESPF Failure to provide business advice and financial implications of change Inability to deliver key service standards and customer service System failure Failure of financial policies and controls, loss of income, poor management of council finances Failure to make benefits of technology and best practice Reputational damage and poor relationship management	1. Review the Accounting design and succession planning in order to reflect the recent retirements in the team and financial support required within the Council. Recruitment and redesign by 24.12.26 2. Strengthen succession planning by streamlining teams and providing sustainable resourcing. This has been completed within the transaction team but ongoing within Accounting. Partially complete. 3. Digital improvements for systems with financial data embedded into digital programme and real time data development by 31.03.26 4. Introduce financial controls and resource planning in transaction team. Complete 5. Delivery of an improvement plan following an embezzlement by a former employee by 31.03.26	8	8	2	4	24 December 2026



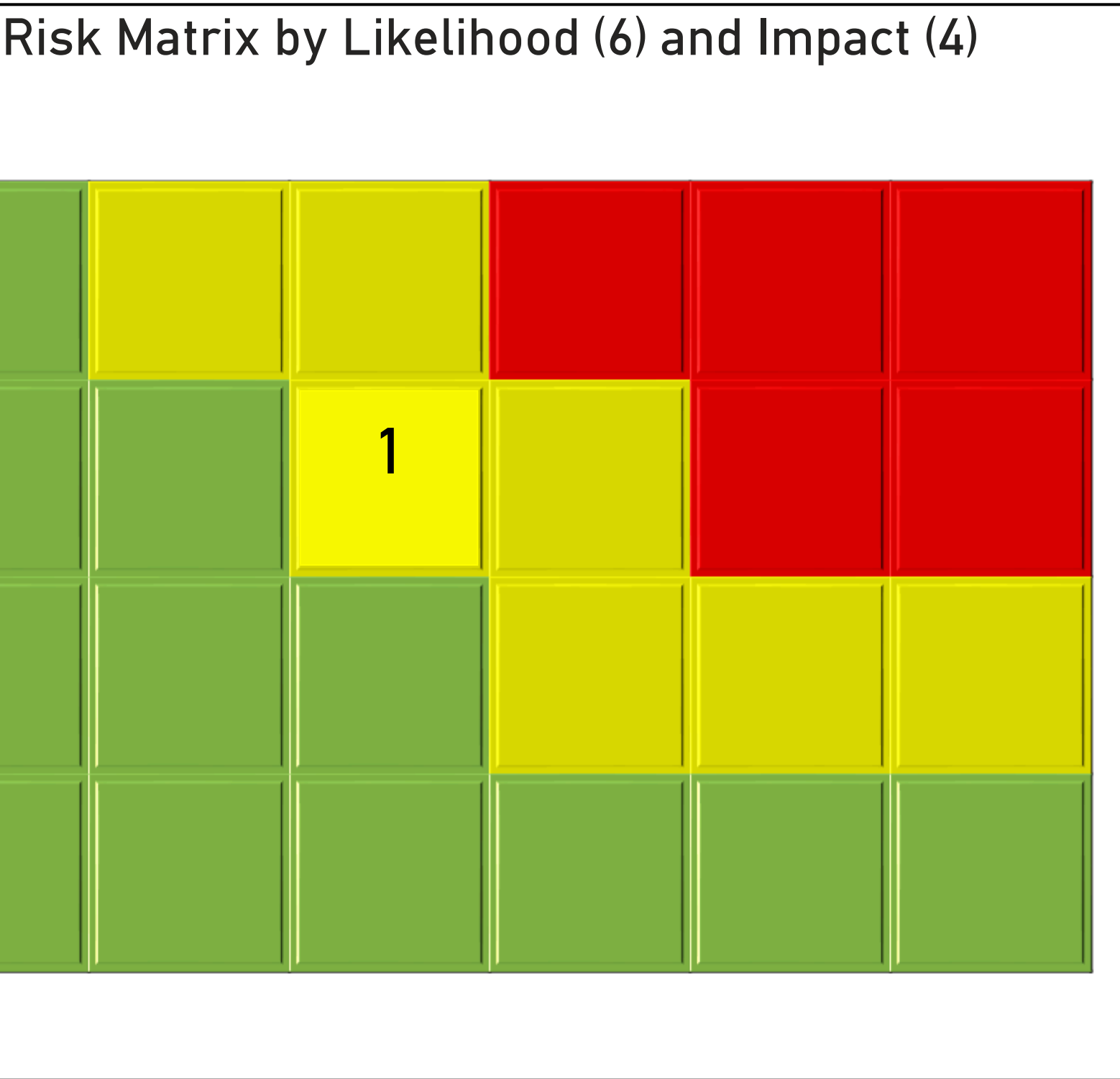
Digital & Technology Services Risk Register

CURRENT CLUSTER RISKS	CURRENT RISK SCORE
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Climate Change - Digital Infrastructure	9
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Number of Cluster Risks

1



FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
Corporate Services	Digital & Technology	Steve Roud	Steven Robertson

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Climate Change - Digital Infrastructure	Digital infrastructure will be impacted by adverse incidents caused by climate change (flooding, extreme weather) resulting in disruption to the delivery of council services.	1) Environmental impact considered for all business cases via DMCB 2) Monitoring of energy consumption via Azure toolset - move to on demand infrastructure. 3) Provision of enhanced power resilience via UPS and generators 4) Include climate risks in future planning for digital delivery 5) Redesign of services to remove funnelling through single sites	6	9	3	3	30 March 2026



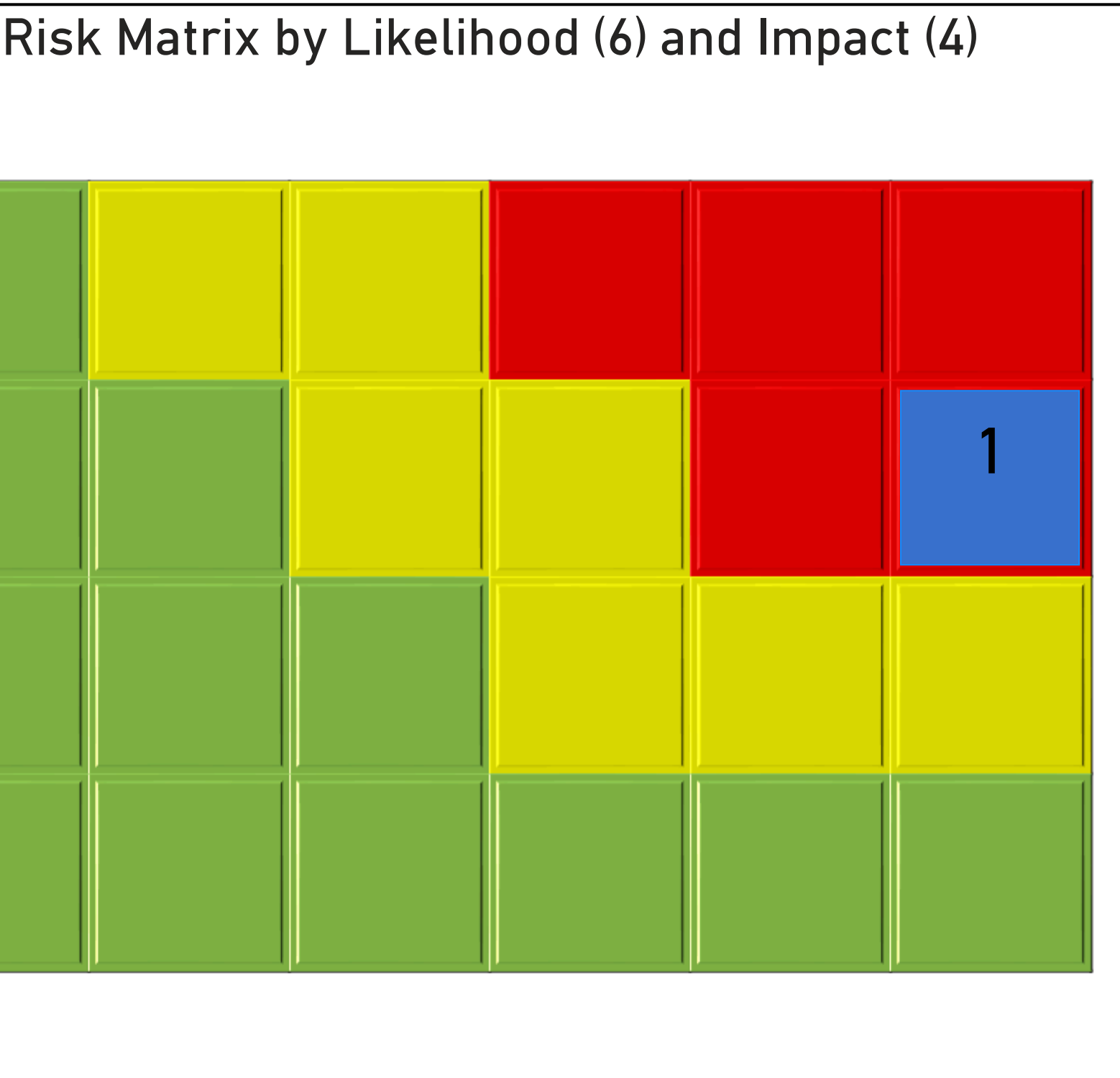
City Development & Regeneration Risk Register

CURRENT CLUSTER RISKS	CURRENT RISK SCORE
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Relocation of City Archives (Old Aberdeen House)	18
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Number of Cluster Risks

1



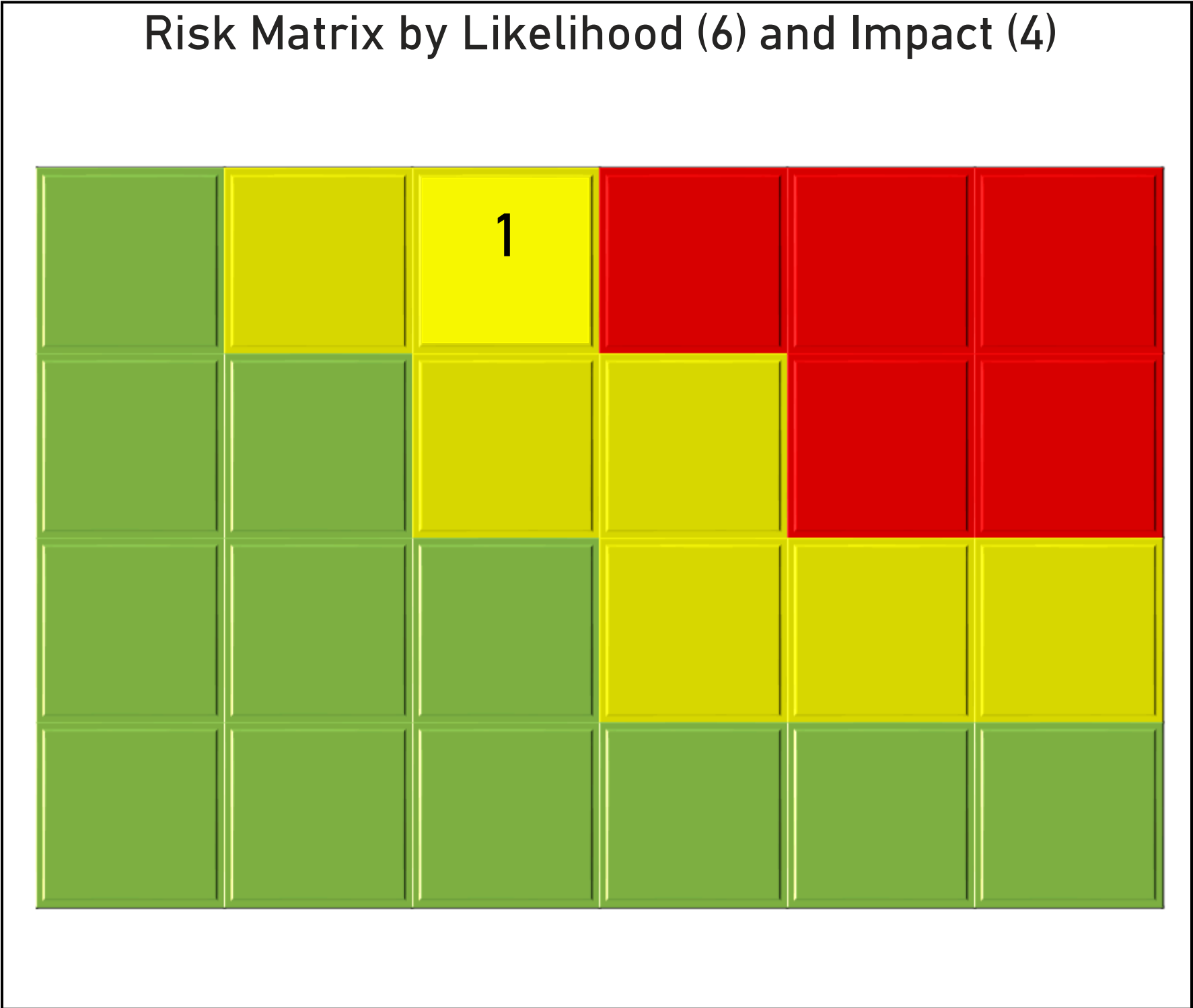
FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
City Regeneration & Environment	City Development & Regeneration	Julie Wood	Helen Fothergill

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Relocation of City Archives (Old Aberdeen House)	<p>There is a risk that a permanent home will not be identified within the 3 year period that temporary storage is funded for through St. Peter’s School Capital Programme with additional risks including:</p> <p>- A reduction in the ability to meet statutory obligations</p> <p>- Historical documentation is removed from the City’s custody</p>	<p>1. Undertaking options appraisal for new location funded by UKSPF – 31/03/2025</p> <p>2. Writing OBC for Capital Board and Council by 31/03/2026</p> <p>3. Start consultation with potential funders, partners and future users – 01/09/2025</p> <p>4. FBC to be developed in FY 2026/27</p>	12	18	6	3	31 March 2030



Data & Insights Services Risk Register

CURRENT CLUSTER RISKS	CURRENT RISK SCORE
Information Governance	12



FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
Corporate Services	Data Insights (HDRCA)	Martin Murchie	Caroline Anderson

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	% COMPLETE	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Information Governance	Risk that the Council's Information Governance Framework (people and behaviour, process and system, adapting and learning) is not sufficiently robust to ensure that council information and data is processed in a way which: i. mitigates potential harm to the rights and freedoms of data subjects arising from data processing ii. meets the Council's operational, strategic and accountability requirements (business and statutory); iii. demonstrates proper stewardship to deliver outcomes for our people, place and economy.	Compliance with Privacy and Electronic Communications Regulations in respect of cookies and other tracking technology in Council and affiliated websites Assessment completed for Council website (Complete) Affiliated websites - in progress. Retention of data in Outlook and OneDrive Revised proposals report to IGG when capacity allows (Oct-Dec 2025) - 25% complete	50	4	12	3	4	30 March 2026

Assurance Map Corporate Landlord		
Corporate Risk Register Risk:		
1. Reinforced Autoclaved Aerated Concrete Panels and Planks (RAAC) - - Risk of harm to Balnagask residents resulting from failure of RAAC within affected properties, Risks and impacts resulting from the rehoming process of affected residents , Financial risks resulting from options appraisal recommendation to demolish all properties affected by RAAC, Reputational risks resulting from options appraisal recommendation to demolish all properties affected by RAAC and engage in longer term master planning, Risk of increased anti-social behaviour, wilful fire raising etc in vacant properties, Risk that the presence of RAAC is identified within the Council's Commercial Building portfolio and Risk of harm to young people attending schools identified with RAAC		
Cluster Risk Register Risks (Reported to Finance and Resources Committee)		
1. Declining condition of operational property estate 2. Risk of non-compliance with Statutory Compliance with Council Properties - - The Council is required to safeguard its employees and members of the public to ensure their health and safety through effective implementation of statutory maintenance and compliance checks such as asbestos management plans, gas safety certification, legionella testing etc. 3. Failure to deliver asset valuations - Risk of failure to complete the asset valuation which is required for the council financial accounts. 4. Inadequate Asset Management Planning - Risk that resources will not be allocated appropriately and efficiently if asset management plan is not in place and is not robust. 5. Risk to the delivery of Capital and Revenue Income - The Cluster has income targets for capital and revenue income. 6. School Catering Service Compliance – Risk that the cessation of the Catering Service Quality Management System (QMS) may increase non compliance risks with food safety and nutritional requirements.		
Cluster Risk Register Risks (Reported to Communities, Housing and Public Protection Committee)		
1. Overspend on Cleaning Service Staffing – Risk of overspend in staffing budget. 2. Primary School Meals Expansion – Risk that capital funding will not be sufficient to undertake all property improvements required to fully deliver the Scottish Governments commitments on Universal Primary School meals (P1 - 7).		
First Line of Defence (Do-ers)	Second Line of Defence (Helpers)	Third Line of Defence (Checkers)

<ul style="list-style-type: none"> • Trained and qualified staff • Operational procedures and guidance including those set out in the Business Continuity Plans in the event of a system or process failure. • Risk Assessments. • Staff training and development on business continuity arrangements. • Analysis following activation of Customer Experience Cluster Senior. • Management Team (SMT) undertakes review of Cluster Operational Risk Register. • Staff have appropriate training, qualifications and engage with market and like professionals. • Regular marketing and income meetings. • Use of external property consultants, management agreements and managing agents as appropriate. • Resource plan developed. • Use of external advisors in specialised areas. • Participation in national networks (CIPFA/ ACES/ RICS/ SHoPs etc.) • Programmes of inspections for property portfolio. • Contract management meetings. 	<ul style="list-style-type: none"> • CMT Boards • Council Committees • Policy Documentation. • Resources Senior Management Team (SMT) undertakes review of Cluster Operational Risk Register. • Executive Board Structure • Assurance Team. • Business Continuity Group Sub-Group. • Annual reporting of Function / Cluster Risk Register to Operational Delivery Committee • Monthly budget print outs. • Capital Board – post project reviews and post occupancy evaluations. 	<ul style="list-style-type: none"> • External Audit. • RICS Registration. • Internal Audit – Corporate Asset Management – 13/09/23 • Catering Service Quality Management System, BSI 9001 • CITB (Industrial Training Board) inspection/ audit • Skills development Scotland (Managing agency Tullos Training) Inspection/ audit • Gas Safe Register risk-based audit • Scottish Electrical Charitable Training Trust (Managing agency NICEIC) periodic audit
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Assurance Map		
Capital		
Cluster Risk Register Risks:		
<ol style="list-style-type: none"> Capital Project: Budget Allocations - Budget allocations within approved Outline Business Cases of projects are insufficient for project development/construction and any associated future maintenance obligations. Capital Projects: Developer Obligations Income - The income from Developer Obligations is less than expected. Capital Projects: Financial Stewardship - Risk that management failures / slippage in the delivery of capital projects / failure to secure and or retain funding from external sources, impacts negatively on the Council's financial stewardship. Capital Projects: Resource – Lack of staff resources, which impacts negatively on the delivery of capital projects. Concurrent Risks: External Impacts (Covid, Brexit, War, etc) - External factors such as Covid - 19 pandemic, Brexit, Ukraine (war), unrest in the Middle East and the possibility of a Trade War or imposition of tariffs, all of which are having a direct impact on the deliverability of projects/programmes contained within the approved Capital Programme. Construction delays due to interruption to supplies of materials: Construction projects delayed due to interruptions to supplies of construction materials due to Covid, Brexit, the Russian invasion of Ukraine (war), unrest in the Middle East, the possibility of a Trade War or imposition of tariffs, climate events or industrial action. 		
First Line of Defence (Do-ers)	Second Line of Defence (Helpers)	Third Line of Defence (Checkers)
<ul style="list-style-type: none"> Trained and qualified staff. Follow Project Management protocols for project delivery. Ensure project/programme risk register review meetings include consideration of any financial impact on the wider capital portfolio and any implications this may have across the Council. Ensure key/sensitive projects allocated to managers with appropriate skills. Review risk management training programme for key staff. Seek guidance from Project Management Office. Plan for good communication across Clusters. Consider availability to utilise ACC staff with appropriate skill out with the Capital team to deliver the capital programme of projects. 	<ul style="list-style-type: none"> CMT Boards. Council Committees. City Regeneration and Environment Senior Management Team (SMT) undertakes review of Cluster Operational Risk Register. Review by Chief Officer Capital and provide any key updates to Executive Director City Regeneration and Environment and other Chief Officers. Review by Capital Board. Report any issues by exception to the Performance Board. Policy Documentation. 	<ul style="list-style-type: none"> External Audit.

<ul style="list-style-type: none"> • Consider availability of using consultant/contractor frameworks to facilitate the delivery of the capital programme of projects . • Ensure consultation with other key Chief Officers . • Cost estimates for key projects to be reviewed at key stages of delivery. • For significant/key projects ensure an independent cost estimate review check is carried out, prior to approving OBC. • Regular progress meetings. • Where appropriate maintain close collaboration with other Chief Officers throughout delivery. • Regular reporting to Finance Officers, monthly. 		
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Assurance Map
Cluster – Commercial & Procurement Services

Corporate Risk Register Risks:

No corporate risks recorded at this time.

Cluster Risk Register Risks:

1. Non-Compliance with Procurement Regulations

1. Contract Management - Risk that Strategic & Critical contracts and associated supplier relationships are not managed effectively, which can have a detrimental impact on the achievement of required outcomes to support commissioning intentions/delivery of LOIP outcomes/achievement of best value.
2. Non-Compliance - Governance Arrangements are not fully complied with by Delegated Procurers including seeking approval to go out to market, provision of Annual Procurement Workplans and ensuring contracts are recorded on the Contract Register, which could lead to the Council being in breach of Procurement Legislation.

2. Supply Chain - Commodity Risks

1. Impacts on Supply Chain due to ongoing market impacts/volatility from Brexit/Covid/Invasion of the Ukraine and inflation continuing to affect key commodities such as Utilities, Construction & Construction Materials, Food, Waste, Transport, Fuel, and Manufacturing i.e. Vehicle Purchase
2. Impact on commodity and service costs due to increase in National Insurance Contribution
3. Impact of Tariffs leading to:
 - Increased prices for imported goods
 - Reduced availability of goods
 - Impact on competitive landscape

3. Shared Service - Service Level Agreement - Delivery of KPI's - Risk that Commercial & Procurement Shared Service are unable to deliver against agreed KPI's within Service Level Agreement:

1. Local Supplier Spend (Aberdeenshire)
2. Community Benefits/Fair Work (Highland)
3. Climate Change (3 Councils)

4. Scotland Excel - Membership does not deliver anticipated benefits - The ability of Scotland Excel to deliver against their objectives in relation to Financial Savings/Delivery of Community Benefits & Sustainable Procurement on behalf of the Shared Service Partner Authorities

5. Climate Change and severe weather affect the costs and availability of goods and services.

1. Failure to embed climate change procurement policy, processes and to consider climate risks in the design life of procurements.
2. Production or supply chain disruptions impact critical services
3. Increase in flooding, heavy rainfall, storms, higher temperatures, a rise in sea level and drought cause damage to supplier stock, result in delivery disruptions and cause depletion of resources, affecting the price of products and the availability of goods.

6. Procurement Fraud - Public procurement is vulnerable to fraud and corruption because of the level of expenditure, the volume of transactions, the complexity of the process and the number of stakeholders involved, these vulnerabilities can also make public procurement a target for Serious & Organised Crime.

First Line of Defence (Do-ers)	Second Line of Defence (Helpers)	Third Line of Defence (Checkers)
<ul style="list-style-type: none"> • Online Staff Training & Development (Delegated Procurement Authority) • Commercial & Procurement internal procedures • Operational procedures and guidance including Procurement Manual, Contract Management & Contract Management system Guidance and ACC Procurement Regulations • Procedures to implement contract management policies • CPSS Communication Plan – Regular communication with CO's/Service Managers/DPA's with updates/guidance • Procurement Fraud Risk Assessment • Price Increase Review Process/Tracker • Inflation Monitoring/Tracker • Scotland Excel Supply Chain Reports (Quarterly) • Performance & Compliance Dashboard 	<ul style="list-style-type: none"> • CMT Boards • Council Committees • Senior Management Team (SMT) undertakes review of Cluster Operational Risk Register • Procurement/Contract review by Demand Management Board • Strategic Procurement Board (Senior management representation from other Shared Service Partners) • Joint Procurement Strategy 2023-2026 • Policy documentation including Sustainable Procurement and Community Benefits Policy 	<ul style="list-style-type: none"> • Internal Audits on Procurement • Annual External Audit and report • External reports from Scotland Excel including <ul style="list-style-type: none"> ◦ Procurement Capability and Improvement Plans (PCIP) - Completed May 2024 • Scottish Government performance review and reports (Annual Procurement Report)

Assurance Map		
Finance		
Corporate Risk Register Risk:		
1. Financial Sustainability - Failure to deliver financial sustainability due to: <ul style="list-style-type: none"> • Failure to align resources to commissioning intentions and service standards • Inadequate financial reporting and planning • Failure to respond to external factors • Failure of partners, businesses or the 3rd sector • Failure of transformation plans, projects or service redesigns • Inadequate financial stewardship or capability 		
Cluster Risk Register Risk:		
1. Failure to deliver key financial services in the event of the failure of plans, capabilities, systems and processes <ul style="list-style-type: none"> • Failure to deliver statutory monitoring • Failure to administer NESPF • Failure to provide business advice and financial implications of change • Inability to deliver key service standards and customer service • System failure • Failure of financial policies and controls, loss of income, poor management of council finances • Failure to make benefits of technology and best practice • Reputational damage and poor relationship management 		
First Line of Defence (Do-ers)	Second Line of Defence (Helpers)	Third Line of Defence (Checkers)
<ul style="list-style-type: none"> • Annual statements of accounts and quarterly reporting including valuations, Key Financial Indicators, and balance sheet • Medium Term Financial Strategy and 30 Year HRA Business Plan. • Budget Protocol and Budget setting for both General Fund and HRA. • Monthly and Quarterly monitoring and reporting of budget including contingent liabilities 	<ul style="list-style-type: none"> • Finance and Resources Committee scrutiny of all financial decisions • Pensions Committee scrutiny of pensions decisions • Audit, Risk and Scrutiny Committee oversight of risk management system • Audit Risk and Scrutiny oversight of Internal and External Audit reports 	<ul style="list-style-type: none"> • Annual External Audit and report of ACC Accounts, Pension Funds and Group Accounts • Annual Internal Audit Plan based on risk and approved and overseen by Audit, Risk and Scrutiny Committee • Internal Audit – Lease Financing – 03/02/23 • Internal Audit – Following the Public Pound – 13/02/23

<ul style="list-style-type: none"> • Financial protocols in Scheme of Governance, Financial Regulations and associated financial procedures and practices • Financial policies and procedures including Counter Fraud, Following the Public Pound and Service Income • Finance Business Continuity Plan • Financial Implications review of all committee reports • Treasury Management reviews with our treasury consultants • Monitoring of Finance Cluster and Institutional risks • FM Code Self Assessment • Pension fund management protocols and procedures • Task plans, CR&D and Succession Plans • Horizon Scanning reviews • Embedding new impacts into BAU e.g. refugee costs, Monitoring and grant claims • Budget holder training • Continuous review and dissertation of financial reporting methodologies, automation tools and its usage, systems interfaces / integrations • Process mapping of core transactions and intra-cluster responsibilities leading up to financial positioning and performance controls 	<ul style="list-style-type: none"> • Council and specific Charitable Trust Boards • Other Committees as applicable • Finance SMT • CMT and ECMT • Risk Board • Strategy Board • Transformation Board • Performance Board • ALEO assurance hub • Fraud Group • IJB Risk Audit and Performance Board 	<ul style="list-style-type: none"> • Internal Audit – Revenue Budget Setting and Financial Strategy – 2024 • National Fraud Initiative -2024 • Trusts and Common Good Fund -2025 • Annual credit rating review • London Stock Exchange compliance checks • National Audit reports and Best Value Audit • His Majesty's Revenue and Customs Inspections • Treasury, Directors of Finance and other bodies reports and advice • Charities Commission (OSCR) reports and advice and reports on Trust Accounts • Scottish Government Returns e.g. budget and out-turn data, grant claim criteria • Data required by other grant funders and stakeholders of ACC • ICAS and CIPFA trainer accreditations • The Pensions Regulator • Bond Trustee • Internal Audit: Finance Control Improvement Plan + Creditor Systems and Sub-Systems + Payroll
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Assurance Map		
Cluster - Digital & Technology		
Corporate Risk Register Risk:		
<ol style="list-style-type: none"> 1. Cyber Security: Organisational Environment - Risk that Aberdeen City Council could, become the victim of a cyberattack through poorly designed or implemented, or an absence of internal, organisational cybersecurity controls (processes, training, etc.). 2. Cyber Security: Supply Chain - Risk that Aberdeen City Council's reliance on suppliers to deliver digital products, systems, and services across the organisation could lead to cybersecurity vulnerabilities. 3. Cyber Security: External Threats - Risk of attack from malicious third-party actors. 		
Cluster Risk Register Risks:		
<ol style="list-style-type: none"> 1. Climate Change - Digital Infrastructure - Digital infrastructure will be impacted by adverse incidents caused by climate change (flooding, extreme weather) resulting in disruption to the delivery of council services. 		
First Line of Defence (Do-ers)	Second Line of Defence (Helpers)	Third Line of Defence (Checkers)

<ul style="list-style-type: none"> • Trained and qualified staff • IT Security Technologies – devices to filter traffic and protect network, virus control software and domain access rules e.g. Conditional Access and Encryption • Proactive Monitoring & Alerting • Operational procedures and guidance notes • Mandatory Information Governance Staff Training and IT Security Staff Training • Investigation into incidents and breaches • Patch Management • System Change Management process via Change Advisory Board • Threat Hunting • Environmental considerations via DMCB procurement process 	<ul style="list-style-type: none"> • CMT Boards • Council Committees • D&T Senior Management Team (SMT) undertakes review of Cluster Operational Risk Register • Information Governance Group • ICT System Risk Assessments • Data Privacy Impact Assessments • Vendor Management • Policy documentation including, Information and Communication Technology (ICT) Acceptable Use Policy and ICT Access Control Policy, Protective Monitoring Policy • Annual review against Public Sector Cyber Security Framework • Participation in the North of Scotland Cyber Resilience Group • SC3 and NCSC services to monitor infrastructure and emerging risks 	<ul style="list-style-type: none"> • Independent IT Health Checks for PSN Accreditation by Surecloud. Surecloud are National Cyber Security Centre and Check approved. • Independent Penetration testing on internet facing services by Surecloud. Surecloud are National Cyber Security Centre (NCSC) and Check approved. • Public Services Network (PSN) assurance review annually • Registered for NCSC proactive notifications service • Cyber Essentials Plus assurance • Completed Scottish Government Cyber Assurance audit • Internal Audit – Assurance Review of the Cyber Action Plan (06/03/2024)
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Assurance Map City Development & Regeneration		
Cluster Risk Register Risk:		
1. Relocation of City Archives (Old Aberdeen House) – There is a risk that a permanent home will not be identified within the three-year period.		
First Line of Defence (Do-ers)	Second Line of Defence (Helpers)	Third Line of Defence (Checkers)
Programme Management <ul style="list-style-type: none"> Governance of the Regional Economic Strategy via a Regional Economic Partnership including terms of references for Boards and delegated authority Execution of an agreed regional Investment plan Data capture and analysis to measure progress and inform decision making. Alignment with relevant policies and procedures Income Generation (to support permanent posts and events) and resource costs are incorporated into future business cases. Stakeholders <ul style="list-style-type: none"> Collaboration with internal and external teams to achieve shared outcomes and benefits. Engaging with communities to empower positive change. Communications <ul style="list-style-type: none"> Development of communication plans and protocols in coordination with regional partners and ACC teams, including advocacy of the region. 	ACC Management Boards <ul style="list-style-type: none"> ACC Risk Monitoring and Assurance ACC Strategies and Plans ACC Service Plans ACC Personal Objectives through CR&D ACC Committees <ul style="list-style-type: none"> Political Priorities Committee Remits Observers/ members on Partners Boards <ul style="list-style-type: none"> Alignment to governments strategies and plans Coordination with partners organisations strategies and plans Networks <ul style="list-style-type: none"> Utilising national and regional networks to develop innovative programmes and optimise resources for shared objectives. 	Report progress to: <ul style="list-style-type: none"> UK and SG Committees Partners Management Teams Reviewing progress and process <ul style="list-style-type: none"> Audit Economic Policy Panel Health & Safety Provide Economic Data and Analysis to: <ul style="list-style-type: none"> Community Planning Aberdeen (LOIP) Funders Inform future strategies. National Networks including alliances, partners, and collaborators. Best Practice <ul style="list-style-type: none"> Recognition through awards, ranking tables and achieving status.

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Assurance Map		
Cluster - Data & Insights		
Cluster Risk Register Risk:		
<p>1. Information Governance - Risk that the Council's Information Governance Framework (people and behaviour, process and system, adapting and learning) is not sufficiently robust to ensure that council information and data is processed in a way which: i. mitigates potential harm to the rights and freedoms of data subjects arising from data processing ii. meets the Council's operational, strategic and accountability requirements (business and statutory); iii. demonstrates proper stewardship to deliver outcomes for our people, place and economy.</p>		
First Line of Defence (Do-ers)	Second Line of Defence (Helpers)	Third Line of Defence (Checkers)
<ul style="list-style-type: none"> Trained and qualified staff Operational procedures and guidance notes, including consistent corporate processes for: <ul style="list-style-type: none"> Data Protection Impact Assessment Privacy notices Data Protection Rights Requests Incident reporting and handling Information Sharing Agreement and contractual arrangements Maintaining the Council's records of processing activities (Information Asset Register) Records Retention and Disposal Schedule Mandatory Information Governance Staff Training Clear and consistent roles and responsibilities in relation to data and information in Corporate Policy and supporting Handbooks of procedures 	<ul style="list-style-type: none"> CMT Boards Council Committees Effective Information Governance / DPO advice and support Information Governance Group led by Senior Information Risk Owner (SIRO) reviews Quarterly Information Governance Assurance reports Corporate Information Policy Data Forums Governance including annual Information Governance Assurance Statement Internal Information Assets Assurance Cycle CCTV Assurance Framework 	<ul style="list-style-type: none"> External scrutiny of Council's arrangements in relation to DP and PRSA in the form of Reports, inspections, and audits from the Information Commissioners Office and the Keeper of the National Records of Scotland Internal Audit – Data Protection

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Assurance Map		
Governance		
Corporate Risk Register Risks:		
<ol style="list-style-type: none"> Civil Contingencies - Risk of non-compliance with the Council's responsibilities as a Category 1 responder under the civil contingencies legislation and guidance Health & Safety Compliance - Risk of non-compliance with Health and Safety legislation and practices resulting in harm to the workforce and/or members of the public 		
Cluster Risk Register Risks (Reported to Communities, Housing and Public Protection Committee)		
<ol style="list-style-type: none"> Loss of UKAS Accreditation – Risk of The Laboratory losing, temporarily, its external UKAS accreditation. Non-Compliance - Interventions / Food Law Code of Practice – The Risk of non-compliance with Interventions/Food Law code of practice due to lack of qualified officers. 		
First Line of Defence (Do-ers)	Second Line of Defence (Helpers)	Third Line of Defence (Checkers)
<ul style="list-style-type: none"> Mandatory health and safety training requirements included in training needs analyses for Clusters Trained and qualified staff Training and exercising plan for DERCs, Council Incident Officers, ALEOs and operational staff on the components of emergency response. Risk assessments and project risk registers RIDDOR reporting (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) Investigations into incidents and breaches of H&S policy or legislation. Protocols, Plans & Guidance to implement policies Protest Management Plans and procedures Duty Emergency Response Coordinators (DERCs) 	<ul style="list-style-type: none"> CMT Boards Council Committees Corporate Management Team Scheme of Governance Local Code of Corporate Governance Annual Governance Statement Risk Appetite Statement Risk Registers Legislation and Consultation Trackers Risk Horizon Scanning Tracker Generic Emergency Plan and Activation Packs Fulltime EPR&C Lead and Officer post DERC, Council Incident Officer and Support Centre Manager rota Cadre of trained volunteer ACC Loggists 	<ul style="list-style-type: none"> Health and Safety Executive Scottish Fire and Rescue Service Audits Care Inspectorate inspections Education Scotland inspections Traffic Commissioner Scotland External Audit North Regional Resilience Partnership Grampian Local Resilience Partnership (GLRP) and GLRP Working Group GLRP TECA Liaison Group GLRP Harbour Liaison Group Local Authority Resilience Group Scotland (LARGS) North East CONTEST Multi-Agency Group Information Commissioner's Office (regarding data protection)

<ul style="list-style-type: none"> • Council Incident officers to support DERCs with emergency response • Housing and Flooding rotas to support emergency response • RCC, with Page One process to support emergency activation of DERC. • Increased Council Incident Officer cadre for rota (12) • Rota with 15 ACC Volunteer Support Centre Managers available to open up rest centres in emergencies and support the DERC & CIO • Team of trained ACC Volunteer Loggists to support DERC • ACC staff (90) volunteers for activation during an emergency if required • Business Continuity Plan for Governance • Civil Contingency Incident De-Briefs • Corporate Procedure: CCTV • Bond Governance Protocol • Implementation of a Radio system across City Centre ACC buildings for managing security incidents and response. • Representation from across ACC emergency response team members at the monthly Bridge Calls arranged by Police Scotland Crime and Counter Terrorism Unit. Covering all CONTEST strands updates, training opportunities and awareness raising • ACC EPRL chair of Protect and Prepare sub group on behalf of North East Contest Multi Agency Group • Community Resilience Groups (Bridge of Don/Danestone, Culter, Cults, Milltimber & Bieldside) • Maintaining an awareness of current accreditation requirements through receiving regular updates from UKAS • UKAS included as a main topic in team meetings and as an objective in PR&Ds 	<ul style="list-style-type: none"> • TEAMS Site 'Resilience Hub' including Emergency Response Handbooks, Partner information and useful materials and updates • DERC, Council Incident Officer, Support Centre manager and Loggist annual Training and exercising • Resilience huddles across three Grampian local authorities including Scottish Govt rep. • SCORDS Training Hub (Scottish Resilience Development Service) • Downloading of Protect UK app promotion throughout organisation and with ALEOs • Promotion of eLearning module ACT throughout organisation and with ALEOs • Community Resilience Framework • ALEO Assurance Hub • Committee Effectiveness Reports • Revised Corporate H&S Policy approved by Staff Governance Committee including inventory of H&S procedures. • Process for approval of H&S procedures (CO-G approves corporate, relevant CO approves Cluster specific). • H&S Management System setting out roles and responsibilities • Document management system detailing corporate and local H&S procedures and documents, including review dates and responsible officers. • First Aid training and E-Learning including: Intro to health and safety, Fire safety, Managing Safety, Manual Handling, asbestos awareness, Fire Marshall and warden responsibilities, working at height, displays screen equipment. • Face to face H&S training sessions on: risk assessment, lone working, COSHH risk assessment, Investigation, Incident reporting • Guidance on incident and near miss reporting. • H&S Compliance Reporting – quarterly to Risk Board • Asbestos Working Group Terms of Reference, to monitor actions arising from breaches or HSE interventions. 	<ul style="list-style-type: none"> • Office of the Scottish Information Commissioner (regarding freedom of information) • Investigatory Powers Commissioner's Office • Credit Rating Agency • Accounts Commission • Audit Scotland • CIPFA • Standards Commission for Scotland • Commission for Ethical Standards in Public Life in Scotland • Law Society of Scotland • Office of the Scottish Charity Regulator (relevant where ACC itself is a charity trustee) • Financial Conduct Authority (regarding Stock Exchange bonds) • External competent bodies (regarding statutory inspection of plant and equipment) • Electoral Commission • Electoral Management Board for Scotland
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	<ul style="list-style-type: none"> • Reporting to external bodies (HSE, Scottish Fire and Rescue Service and the Care Inspectorate) • Risk Assessment Guidance and templates (including COVID-19) • Compliance checks for COVID-19 risk assessments • Process for COVID-19 individual risk assessments • Guidance on homeworking during COVID-19 • Process for review of Scottish Government guidance on COVID-19 to update internal guidance • Trades Union/Director Group • Health and Safety Trade Union meeting • Commissioning, Customer, Resources and Trades Unions Health and Safety Group • Operations and Trade Unions Health and Safety Group • Information Governance Group • Public Protection Committee • Risk Management Policy • Business Continuity Policy • International Twinning Grant Criteria Policy • Appointment of Elected Members to Outside Bodies Policy • Licensing Policies • Licensing Committee • Licensing Board • Organisational Resilience Group • Business Continuity Sub-Group • Policy Group • Occupational Health Provider 	
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Data and Insights

Risk Title	Risk Category	Target Risk Appetite	Aligned with RAS?
• Information Governance	Compliance	Averse	Yes

Digital and Technology

Risk Title	Risk Category	Target Risk Appetite	Aligned with RAS?
• Climate Change - Digital Infrastructure	Climate/Environmental	Averse	Yes

City Development & Regeneration

Risk Title	Risk Category	Target Risk Appetite	Aligned with RAS?
• Relocation of City Archives (Old Aberdeen House)	Reputational	Open	No

Finance

Risk Title	Risk Category	Target Risk Appetite	Aligned with RAS?
• Failure to deliver key financial services in the event of the failure of plans, capabilities, systems and processes	Operational	Cautious	Yes

Commercial and Procurement

Risk Title	Risk Category	Target Risk Appetite	Aligned with RAS?
• Climate Change and severe weather affect the costs and availability of goods and services	Climate/Environmental	Averse	Yes
• Procurement Fraud	Compliance	Averse	Yes
• Non-Compliance with Procurement Regulations	Compliance	Averse	Yes
• Supply Chain - Commodity Risks	Financial	Averse	Yes

• Shared Service - Service Level Agreement - Delivery of KPI's	Strategic	Averse	No
• Scotland Excel - Membership does not deliver anticipated benefits	Strategic	Averse	No

Capital

Risk Title	Risk Category	Target Risk Appetite	Aligned with RAS?
• Capital Projects - Financial Stewardship	Operational	Cautious	No
• Construction delays due to interruption to supplies of materials	Operational	Averse	No
• Capital Project - Budget Allocations	Operational	Cautious	No
• Capital Projects - Developer Obligations Income	Operational	Cautious	No
• Capital Projects - Resource	Operational	Cautious	No
• Concurrent Risks; External Impacts (Covid, Brexit, War, etc)	Operational	Cautious	Yes

Corporate Landlord

Risk Title	Risk Category	Target Risk Appetite	Aligned with RAS?
• Declining condition of operational property estate	Operational	Averse	No
• Risk of non-compliance with Statutory Compliance with Council Properties	Compliance	Averse	Yes
• Failure to deliver asset valuations	Financial	Averse	Yes
• Inadequate Asset Management Planning	Operational	Averse	No
• Risk to the delivery of Capital and Revenue Income	Financial	Averse	Yes

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	7 th May 2025
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Investment Zone – Joint Committee Terms of Reference and Standing Orders
REPORT NUMBER	CR&E/25/097
EXECUTIVE DIRECTOR	Gale Beattie
CHIEF OFFICER	Julie Wood
REPORT AUTHOR	Stuart Bews
TERMS OF REFERENCE	3.4

1. PURPOSE OF REPORT

- 1.1 To seek approval of updated Terms of Reference and Standing Orders for the new North East Scotland Investment Zone Joint Committee and Programme Board following endorsement by the North East Scotland Investment Zone Steering Group.

2. RECOMMENDATIONS

That the Committee:-

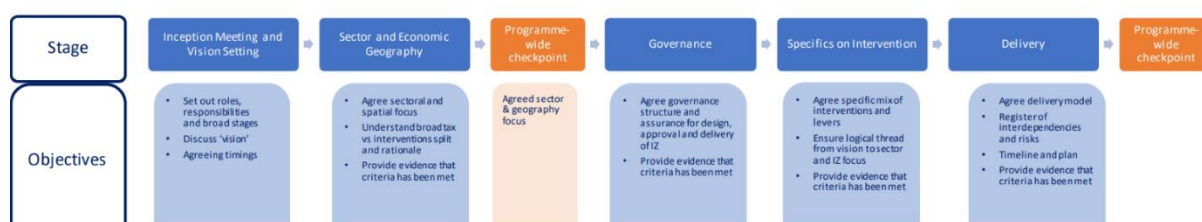
- 2.1 Note the slightly amended Terms of Reference at Appendix 1 have been endorsed unanimously by the North East Scotland Investment Zone Steering Group;
- 2.2 Approves the slightly amended North East Scotland Investment Zone Joint Committee Terms of Reference and Standing Orders in Appendix 1; and
- 2.3 Agree that the North East Scotland Investment Zone Joint Committee will come into effect following submission of Gateway 5(Delivery).

3. CURRENT SITUATION

- 3.1 In October 2023 [Council](#) agreed to participate in a North East Scotland Steering Group to develop the North East Scotland Investment Zone proposal, and a report would be provided by officers on progress of the Investment Zone proposal.
- 3.2 On 5th February 2025 Council received a detailed [report](#) and agreed to a set of recommendations in regards to the Governance of the Investment Zone. This included the creation of a new Joint Committee, the terms of reference for that Joint Committee and the Standing Orders for the Joint Committee. The report

summarised an options appraisal undertaken to identify the most robust and effective governance model, the terms of reference and Standing Orders presented were taken from the Aberdeen City Region Deal Joint Committee.

- 3.3 Following the decision of Council on 5th February 2025, a meeting of the North East Scotland Investment Zone Steering Group took place on 13th February. The Steering Group members were updated on the decision taken by Aberdeen City Council on 5th February 2025.
- 3.4 At the Steering Group meeting on 13th February, members of the Steering Group asked both Local Authorities to review both the Terms of Reference and the Standing Orders, noting that they were not explicit about non-voting participation/observer status, and also that there was no scheduled review period for membership of the North East Scotland Investment Zone Joint Committee.
- 3.5 Officers from both Aberdeen City Council and Aberdeenshire Council reviewed the Terms of Reference and Standing Orders which had been approved by Aberdeen City Council on 5th February 2025, and made some minor amendments to incorporate the comments from Steering Group members.
- 3.6 Appendix 1 to this report shows the proposed minor modifications to the Terms of Reference and Standing Orders which are being proposed. These have been endorsed unanimously by the North East Scotland Investment Zone Steering Group on 6th March 2025.
- 3.7 The process proposed for developing Investment Zones in Scotland comprises of 5 stages/ gateways as detailed in the diagram below:



- Stage/ Gateway 1 Vision setting – covering the overall vision for the proposal.
- Stage/ Gateway 2 Sector and economic geography – agreeing a sector focus and spatial focus for the Investment Zone, understanding the broad approach to tax and flexible spend interventions, and reviewing evidence that the criteria have been met.
- Stage/ Gateway 3 Governance – agreeing the governance structure and assurance processes for the design, approval, and delivery of the Investment Zone and reviewing evidence that the criteria have been met.
- Stage/ Gateway 4 Interventions – agreeing the specific mix of interventions and levers to be deployed and where, ensuring a logical link from the vision to the key opportunities and challenges

identified, the portfolio of interventions selected and outputs, intermediary and overall outcomes for interventions and reviewing evidence that the criteria have been met.

- Stage/ Gateway 5 Delivery – agreeing the delivery model or models, including any delivery vehicles for planning interventions, register of interdependencies and risks, finalising timelines, and plans, and reviewing evidence that the criteria have been met.

4. FINANCIAL IMPLICATIONS

- 4.1 No financial implications arising from the recommendations contained within this report.

5. LEGAL IMPLICATIONS

- 5.1 The Standing Orders attached at Appendix 1, for which approval is being sought, comply with the provisions of the Local Government (Scotland) Act 1973.

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	Proposal does not meet Council priorities	Proposal will align to the Regional Economic strategy and inward investment plans.	L	Yes
Compliance	Proposal does not meet statutory or regulatory requirements	As part of the development of the proposal, legal implications relating to subsidy control, trade, tax and planning will be considered.	L	Yes
Operational	Conflict of interests	Conflict of interest protocol will be developed and documented.	L	Yes

Financial	No significant risks identified	At proposal development stage just now. Financial risks will arise at a later date in the process.	L	Yes
Reputational	Failure to conclude agreement on a governance model	Aberdeenshire council and Aberdeen City council have both supported the inception of a new Joint committee.	L	Yes
Environment / Climate	No risks identified	N/A	L	Yes

8. OUTCOMES

<u>Council Delivery Plan 2024</u>	
	Impact of Report
Aberdeen City Council Policy Statement <u>Working in Partnership for Aberdeen</u>	<p><u>A City of Opportunity</u></p> <ul style="list-style-type: none"> • The focus on priority sectors such as Green Industries, Digital and Technology, Advanced Manufacturing, Creative Industries and Life Sciences will have the potential to ensure everyone has the best potential start in life, creating opportunities for employment, innovation and economic growth. <p><u>Building a Greener and Sustainable City</u></p> <ul style="list-style-type: none"> • The likely emphasis on Green Industries as a priority sector aligns with the goal of promoting sustainability and environmental responsibility. • The proposal will seek to attract investment that contributes to a sustainable and low carbon future. <p><u>A Prosperous City</u></p> <ul style="list-style-type: none"> • The proposal aims to stimulate economic growth by supporting existing and emerging clusters, creating new jobs and attracting new investment. • The proposal will encourage collaboration between industries, research institutions, and local partners to drive prosperity in the region. <p><u>Supporting People with the Cost of Living</u></p> <ul style="list-style-type: none"> • While the direct impact on this aspect may be limited, the creation of new job opportunities and the economic growth attributed to Green Industries, could indirectly contribute to supporting people by increasing job creation and supporting the just

	<p>transition away from the predominant oil and gas sector.</p> <p><u>Empowering Aberdeen's Communities</u></p> <ul style="list-style-type: none"> • The proposals seek to ensure collaboration with local partners, research institutions and involve any regional stakeholder, this proposal development process aligns with the concept of empowering communities and engaging with them in shaping the economic future of the region.
<u>Local Outcome Improvement Plan 2016-2026</u>	
Prosperous People Stretch Outcomes	<p><u>4. 90% of children and young people report they feel listened to all of the time by 2026:</u> The proposals emphasis on community engagement and collaboration, especially with educational institutions, can contribute to a more inclusive and participatory environment, where children and young people feel their voices are being heard.</p> <p><u>6. 95% of children living in our priority neighbourhoods (Quintiles 1 & 2) will sustain a positive destination upon leaving school by 2026:</u> The focus on creating economic growth and attracting investment, can potentially lead to increased opportunities and positive destinations for children in priority neighbourhoods, especially in the potential tax sites and business rates retention zones as these are to be in underdeveloped areas. Whilst the focus on collaborating with research institutions will support children reaching positive destinations.</p> <p><u>7. 83.5% fewer young people (under 18) charged with an offence by 2026:</u> The proposal's emphasis on economic growth, job creation, and skills development can contribute to reduced youth unemployment and potentially lead to lower rates of youth offending.</p> <p><u>10. Healthy life expectancy (time lived in good health) is five years longer by 2026:</u> While the proposal's primary focus is on economic growth, the potential increase in job opportunities and improved overall well-being can have positive impacts on healthy life expectancy.</p>
Prosperous Place Stretch Outcomes	<p><u>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:</u></p>

	The proposals likely focus on Green Industries and on building a greener and sustainable region aligns with efforts to reduce carbon emissions, promote climate adaptation measures and support the regions transition away from the predominant oil and gas sector.
Regional and City Strategies	The proposals are not developed enough at this time to determine the impact these will directly have on regional city strategies. However it is clear that proposals will support the key sectors as identified in the refreshed Regional Economic Strategy, especially around Green Industries. The proposal clearly states that places are expected to build on their existing local strategies for the area to develop the Investment Zone. Proposals should evidence what strategies, funding and infrastructure, is already in place and focus on how interventions will build on this to attract new investment and additional growth

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	<i>No assessment required. I confirm this has been discussed and agreed with Julie Wood, Chief Officer City Development & Regeneration on 11th April 2025.</i>
Data Protection Impact Assessment	N/A
Other	N/A.

10. BACKGROUND PAPERS

- 10.1 North East Scotland investment Zone - CR&E/24/355 – 11 December 2024 Council Meeting

11. APPENDICES

- 11.1 Appendix 1 – Proposed updated Terms of Reference and Standing Orders for the North East Scotland Investment Zone Joint Committee

12. REPORT AUTHOR CONTACT DETAILS

Name	Stuart Bews
Title	Service Manager – External Partnerships
Email Address	stbews@aberdeencity.gov.uk
Tel	

North East Scotland Investment Zone

Joint Committee

Draft Terms of Reference

The North East Scotland Investment Zone Joint Committee is a Joint Committee established by Aberdeen City Council and Aberdeenshire Council (the “Constituent Authorities”) under sections 56 and 57 of the Local Government (Scotland) Act 1973

The creation of the Joint Committee represents the joint commitment of the Constituent Authorities, Opportunity North East, University of Aberdeen and The Robert Gordon University to support and oversee the implementation of the North East Scotland Investment Zone.

The Joint Committee membership will comply with the Local Government (Scotland) Act 1973. Two-thirds of the members will be elected officialsmembers, with one-third from Aberdeen City Council and one-third from Aberdeenshire Council. The remaining third will be appointed by Opportunity North East, the University of Aberdeen, and The Robert Gordon University.

In particular it shall have the power to following consideration by the Programme Board:

1. Approve Business Cases for North East Scotland Investment Zone projects and any other related documentation with the exception of those where approval is reserved to either or both of the Constituent Authorities.
2. Make recommendations to the Constituent Authorities in respect of projects within the North East Scotland Investment Zone Strategic and Policy plans.
3. Monitor the effectiveness of the implementation and the delivery of the North East Scotland Investment Zone and to report to the Constituent Authorities on progress.
4. Approve and review arrangements, including reporting, for the tax sites established under the North East Scotland Investment Zone.
- 3.5. Receive updates from the UK and Scottish Governments in connection with any aspect of the North East Scotland Investment Zone.
- 4.6. Approve the overall programme funding for the North East Scotland Investment Zone.
- 5.7. Provide feedback to the Scottish Government or the United Kingdom Government on the implementation of the North East Scotland Investment Zone and any strategic, economic or infrastructure activities associated with the Investment Zone.

8. ~~7,~~ To appoint one representative invite representatives and one named substitutesubstitutes
of any non Local Authority body agreed to advise the Joint Committee where appropriate.
For the avoidance of doubt, any representatives invited will not be considered as members
of the Joint Committee and will have no voting rights.

9. Review the membership of the Joint Committee on a Bi annual basis, and make
recommendations to the Constituent Authorities on any proposed changes.

10. To establish sub-committees and working groups as appropriate.

11. The Joint Committee, or any sub-committee may delegate to an Officer or employee of any
of the Constituent Authorities any of the functions which have been delegated to the Joint
Committee or sub committee.

These terms of reference will be kept under review by the constituent authorities, and the Joint committee throughout the implementation of the North East Scotland Investment Zone to ensure sufficient accountability of public funds provided through North East Scotland Investment Zone funding.

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DRAFT

**North East Scotland Investment Zone
JOINT COMMITTEE**

Draft STANDING ORDERS

Introduction

1. The North East Scotland Investment Zone Joint Committee (the Joint Committee) is a joint committee created under sections 56 and 57 of the Local Government (Scotland) Act 1973.
2. These standing orders have been approved by Aberdeen City Council and Aberdeenshire Council (the “Constituent Authorities”) and take effect from 1st February 2025.

Membership

3. The ~~Joint Committee will consist of the following voting~~ Voting members: will be:
 - three elected members of Aberdeen City Council;
 - three elected members of Aberdeenshire Council;
 - one member of ONE;
 - one member of University of Aberdeen; and
 - one member of the Robert Gordon University
4. Each ~~Constituent Authority and other members voting member~~ may ~~also have up to three~~ appoint named substitutes.

Non-Voting Representatives

5. Non-voting representatives may be appointed at the first meeting of the Joint Committee. The Joint Committee may review the non-voting representatives at such times as it sees fit.

Chairperson

- 5-6. The Joint Committee will appoint a member of the Constituent Authorities to be Chairperson.

- 6-7. The Chairperson shall be appointed for a period of one year.

- 7-8. The Chairperson will alternate between the Constituent Authorities.

- 8-9. The Joint Committee will appoint a Vice Chairperson from the Constituent Authority that does not have a member appointed as Chairperson.

Term of Office of Members

~~9-10.~~ Members shall be appointed to the Joint Committee for the period up to the next local government elections.

~~10-11.~~ A member of the Joint Committee may only be a member for as long as they hold office as a Councillor or as a member of ONE, University of Aberdeen, or the Robert Gordon University, as the case may be.

~~11-12.~~ A member may be reappointed following the end of their term of office.

~~12-13.~~ A member may resign their membership of the Joint Committee at any time by giving the Joint Committee, Aberdeen City Council, Aberdeenshire Council, ONE, University of Aberdeen and the Robert Gordon University written notice.

~~13-14.~~ The resignation will take effect with immediate effect.

Removal of Members

~~14-15.~~ If a member has not attended three consecutive meetings of the Joint Committee, and such absence is not due to illness or other reasonable cause as the Joint Committee may determine, the Joint Committee may agree to recommend to the Constituent Authorities ~~-,~~ ONE, University of Aberdeen and the Robert Gordon University, that the member be removed from the Joint Committee.

Standing Orders

~~15-16.~~ All meetings of the Joint Committee shall be regulated by these Standing Orders.

~~16-17.~~ Any amendments to these Standing Orders shall require the approval of the Constituent Authorities and must be carried out in consultation with ONE, University of Aberdeen and the Robert Gordon University.

~~17-18.~~ Any amendments to these Standing Orders shall be effective only after both Constituent Authorities have accepted the amendments after consultation with ONE, University of Aberdeen and the Robert Gordon University ~~-~~.

~~Except where prohibited by statute, it shall be competent for a member at any time during a meeting to move suspension~~

~~18.19.~~ Any one or more of the ~~whole or any specified part of these~~ Standing Orders and such a ~~may~~ be suspended in any case of urgency or upon motion, ~~if made on a notice~~ duly given at any Meeting provided that two-thirds of the Members present and voting shall so decide. Any motion to suspend Standing Orders shall be made with a short explanation and, on such motion being seconded, the Chair shall ~~be~~ put ~~the same~~ to the ~~vote~~ immediately ~~Meeting~~ without ~~speeches or~~ discussion.

Any vote on such motion shall be by a show of hands.

Calling Meetings

~~19.20.~~ The first meeting of the Joint Committee will be at a time and place determined by the Constituent Authorities.

~~20.21.~~ Thereafter, the Joint Committee shall agree a timetable of meetings for the following twelve months.

~~21.22.~~ Notwithstanding Standing Order ~~2021~~ the Chairperson and Vice Chairperson may agree to fix such additional special meetings as they think appropriate, including meetings in a case of urgency where a reduced period of notice may be given, and shall endeavour to take account of the availability of members in so doing.

~~22.23.~~ The Chairperson (or Vice Chairperson if the chairperson is unavailable) shall be permitted on giving notice to cancel, change the date, time or location of any agreed meeting.

Notice of Meetings

~~23.24.~~ At least five working days prior to each meeting of the Joint Committee or one of its sub committees, a summons to attend the meeting specifying the time, place and business to be transacted at it signed by the relevant officer at Aberdeen City Council or Aberdeenshire Council and shall be sent electronically to every member or sent to the usual place of residence of every member. A notice of the time and place of the intended meeting shall be published at the Head Office of each of the Constituent Authorities.

~~25.~~ A failure to serve notice of a meeting on a member in accordance with Standing Order ~~2324~~ shall not affect the validity of anything done at the meeting.

Business

~~24.26.~~ The summons will include an agenda of items of business which shall be considered in the order in which they are listed except where the Chairperson, at ~~his or her~~ their discretion, may determine otherwise.

~~25-27.~~ Except where required by statute, no item of business shall be considered at a meeting unless a copy of the agenda including the item of business and any associated report has been open in advance to inspection by members of the public in terms of the Local Government (Scotland) Act 1973 or, by reason of special circumstances which shall be recorded in the minute, the Chairperson is of the opinion that the item should be considered as a matter of urgency and at such stage of the meeting as the Chairperson shall determine.

Quorum

~~26-28.~~ No business is to be transacted at a meeting of the Joint Committee unless at least six of the members are present including at least two members from each Constituent Authority.

Conduct of Meetings

~~27-29.~~ At each meeting of the Joint Committee, the Chairperson, if present, shall preside.

~~28-30.~~ If the Chairperson is absent from a meeting of the Joint Committee, the Vice-Chairperson shall preside.

~~29-31.~~ If the Chairperson and Vice-Chairperson are absent from a meeting of the Joint Committee, those members present shall appoint a member of the Constituent Authorities present to the Chair.

~~30-32.~~ The Joint Committee may agree to adjourn a meeting to another date, time or place if it is necessary or expedient to do so.

~~31-33.~~ ~~Subject to the Member notifying the Clerk at least 4 hours (or, if this is not possible, a member may be regarded as soon as practicable) in advance being present at a meeting of the meeting and availability of suitable facilities, the Joint Committee if they are able to Chairperson (whom failing, the Vice Chairperson) may direct that any Member who is unable to attend, or cannot reasonably be expected to attend, a meeting in person may participate from a remote location by a secure video link or other communication link. For the avoidance of any doubt, such participation includes voting, approved by the Joint Committee. A Member remotely participating in this way is referred to in this/these Standing Order/Orders as a "Remote Member". A member participating in a meeting in this way will be counted for the purposes of deciding if a quorum is present.~~
~~32.1 In exceptional circumstances, the~~

~~34. The~~ Chairperson (whom failing, the Vice Chairperson) may direct that a meeting shall be conducted solely by means of the participation of Remote Members. Such a direction may be made during a meeting or otherwise and may specify which mechanism of remote

participation (including specifying which software) may be used.

~~32.2 Remote Members will be counted for the purposes of determining whether there is a quorum and will also be able to participate in any vote.~~

~~32.3 Where the Chairperson is participating remotely, the Vice Chairperson will take the Chair, except where the Vice Chairperson is also participating remotely or a direction has been made under Standing Order 32.1 in respect of that meeting.~~

~~32.4 Except where a direction has been made under Standing Order 32.1 in respect of that meeting, the Member chairing the meeting must be physically present at the meeting venue, therefore where both the Chairperson and Vice Chairperson are participating remotely or have sent apologies, Members present at the meeting venue will appoint a Chairperson to chair the meeting from amongst their number.~~

~~32.5 In the event that no agreement is reached between those Members present, the decision will be taken by means of a procedural motion.~~

~~Standing Order 32~~35. Standing Order 33 will apply in respect of items on the agenda which contain confidential or exempt information. Any Remote Member must confirm that they are in a secure private location, and that no-one else is able to hear or view the proceedings from the device being used by that Remote Member, before they can participate in the Joint Committee's consideration of any confidential and/or exempt items of business.

36. Any Remote Member who has declared an interest in an item and withdrawn must pause/exit the video/communication link whilst the item is being considered. The Clerk will inform/re-invite the Remote Member (whether by email or otherwise) when to re-start the link and resume their participation.

37. It shall be the duty of the Chairperson to:

_____ - preserve order and ensure that any member wishing to speak is given due opportunity
_____ to do so and to a fair hearing;

_____ - allow officers and advisers to be heard freely; and
_____ - decide on all matters of order, competency and relevancy.

38. The ruling of the Chairperson on all matters in these ~~standing orders~~Standing Orders shall be final.

39. Deference shall at all times be paid to the authority of the Chairperson.

40. The Chairperson shall be heard without interruption and all members shall address the
___ Chairperson when speaking.

41. If, in the opinion of the Chairperson, any member acts in an obstructive or offensive manner, the Chairperson may with immediate effect move that the member be suspended for the remainder of the meeting. After seconding, the motion shall be put without debate and if carried, the member shall be required to leave the meeting room (including any public area or gallery) and may be removed if they fail to comply.

42. The Chairperson may require the removal of any member of the public whose presence or conduct impedes or may be likely to impede the proceedings at any meeting. The Chairperson may determine that a warning shall be given before ordering the removal of any member of the public.

43. The Chairperson will ensure that the decisions of the meeting are clear with regard to all matters which form the business of the meeting.

Minutes

44. A record must be kept of the names of the members attending every meeting of the Joint Committee.

45. Minutes of the proceedings of each meeting of the Joint Committee including any decision made at that meeting, are to be drawn up and submitted to the subsequent meeting of the Joint Committee for agreement after which they must be signed by the person presiding at that meeting.

Voting

45-46. ___ Each motion put to a meeting of the Joint Committee shall be decided by a majority of the votes of those members present and entitled to vote.

46-47. ___ Motions and amendments shall be moved and seconded.

47-48. ___ Votes shall be taken by roll call except where an electronic voting system is available, in which case it shall be used in preference to any other method.

~~48-49.~~ If the members of the Joint Committee agree unanimously prior to a vote on any particular matter, a vote may be taken by a show of hands.

~~49-50.~~ Where there is an equality of votes, the Chairperson shall exercise a second or casting vote except where the division relates to the appointment of a member of the Joint Committee to any office or sub-committee or outside body, in which case the matter shall be determined by lot using a method decided upon by the Clerk.

~~50-51.~~ Any member may request the recording in the minutes of ~~his or her~~their dissent from any decision after the result of the division has been announced.

Alteration or Revocation of Previous Decision

~~52.~~ No decision of the Joint Committee shall be altered or revoked within six months of it having been taken unless a recommendation to that effect is approved by the Joint Committee, and any such alteration or revocation shall have no retrospective effect.

53. A decision of the Joint Committee cannot be altered or revoked within six months unless:

-The Committee agrees that there has been a material change of circumstance and explains the reasons for that, or

-The Committee agrees the decision was based on incorrect or incomplete information, or

-It is detailed in the terms of a report submitted to the Committee by an officer that the previous decision can no longer be implemented, or its effect has been substantially altered by subsequent circumstances and this is agreed by the Committee.

Register of Interests and Code of Conduct

~~51-54.~~ The Constituent Authorities shall keep a register of interests made by Members, including co-opted Members. The register of interests shall be open to inspection by members of the Public.

~~52-55.~~ A member should not accept any gift or consideration of any kind as an inducement or reward for doing or for refraining from doing or for having done or refrained from doing any action in relation to the North East Scotland Investment Zone as to do so could result in that member having committed an offence under the Bribery Act 2010.

~~53-56.~~ All members of the Joint Committee must comply with the terms of the Councillors' Code of Conduct provided for under the Ethical Standards in Public Life etc. (Scotland) Act 2000.

~~54.57.~~ It is the responsibility of each member to determine if they require to declare an interest and withdraw from the meeting, having taken advice from officers beforehand should they wish.

~~58.~~ A Member must withdraw from the Meeting Room, including the Public gallery, where ~~he or she has~~they have declared an interest that prevents ~~him or her~~them from participating in the discussion of, and voting on, the item.

Admission of Press and Public

~~55.59.~~ The Public must be excluded from a Meeting when an item of business is being considered and it is likely that, if the Public were present, Confidential Information would be disclosed to them in breach of an obligation of confidence in terms of section 50A(2) of the Local Government (Scotland) Act 1973 as enacted by the Local Government (Access to Information) Act 1985. A report falling into this category will:

- be marked as containing confidential information; and
- carry a restricted watermark; ~~and~~
~~be printed on green paper.~~

~~56.60.~~ The Public may be excluded from a Meeting by resolution of the Joint Committee when an item of business is being considered, if it is likely that Exempt Information would be disclosed to them which would fall within the categories specified in Part 1 of Schedule 7a of the Local government (Scotland) Act 1973, as enacted by the Local Government (Access to Information) Act 1985. Any such resolution shall specify the part of the proceedings to which it relates and the categories of exempt information involved shall be specified in the minutes. A report containing exempt information shall:

- specify the category involved; and
- carry a restricted watermark; ~~and~~
~~be printed on green paper.~~

~~57.61.~~ The provisions of the Data Protection Act 1998 shall apply to meetings of the Joint Committee and any relevant reports shall:

- be marked as containing data protected information; and
- carry a restricted watermark; ~~and~~
~~be printed on green paper~~

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	7 May 2025
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Denis Law Commemorative Plaque
REPORT NUMBER	CR&E/25/110
EXECUTIVE DIRECTOR	Gale Beattie
CHIEF OFFICER	Julie Wood
REPORT AUTHOR	Helen Fothergill
TERMS OF REFERENCE	2.1 & 3.2

1. PURPOSE OF REPORT

- 1.1 To consider an application from the Denis Law Legacy Trust to erect a plaque commemorating Denis Law.

2. RECOMMENDATION(S)

That the Committee:-

- 2.1 Considers the application from the Denis Law Legacy Trust (Appendix 1) to erect a commemorative plaque at the birthplace of Denis Law; and
- 2.2 Decides whether to approve or refuse the application for a plaque commemorating Denis Law.

3. CURRENT SITUATION

- 3.1 The Denis Law Legacy Trust has applied to erect a commemorative plaque at 6B Printfield Terrace, Aberdeen, the birthplace of Denis Law.
- 3.2 Denis Law CBE was as an iconic footballer and significant son of Aberdeen. He was a freeman of the City of Aberdeen and holder of honorary degrees awarded by Aberdeen University and Robert Gordon University. He was instrumental in establishing the Denis Law Legacy Trust, a leading charity focussing on under-privileged children. His life and contributions are currently recognised in Aberdeen in a museum display in Provost Skenes House, a city centre statue, a statue located at Aberdeen Sports Village, large-scale murals depicting Law on buildings in Printfield. In May 2025, the Denis Law Legacy Trail, will be launched in Printfield.
- 3.3 The ACC Commemorative Plaques Policy (Appendix 2) states that the person being commemorated “should have died at least 20 years ago AND have been born more than 100 years ago. This is to ensure that the decision whether to

erect a plaque is made with a sufficient degree of hindsight.” (part of criteria 5.1). Accepting this application may result in appeals.

- 3.4 This criteria is followed by other plaque awarding bodies. For example, Historic Environment Scotland and English Heritage apply the same criteria to plaque nominees [Commemorative Plaque Scheme | Historic Environment Scotland | HES](#) and [About Blue Plaques | English Heritage](#)
- 3.5 Denis Law was born in 1940 and died in 2025. Therefore, this application to erect a plaque commemorating Denis Law would not meet part of the criteria set out in section 5.1 of Aberdeen City Council’s Plaques Policy because Denis Law died less than 20 years ago and he was born less than 100 years ago.
- 3.6 Section 5.1 of Aberdeen City Council’s Plaques Policy also states that the person being commemorated should have “*contributed to the rich social, political and cultural heritage of Aberdeen or have been an Aberdonian who impacted the world through their achievements, words or deeds*” and “*made a major contribution to their field within a Scottish context as a minimum*”. The application from the Denis Law Legacy Trust details how these other aspects of the criteria at section 5.1. of the Plaques Policy are met and why the Denis Law Legacy Trust believes that Denis Law deserves a commemorative plaque.
- 3.7 Wording of the plaque agreed between officers administering the Commemorative Plaques scheme and the Denis Law Legacy Trust is as follows:

Denis Law CBE
1940 – 2025
Legendary Manchester United
and Scotland footballer,
a proud Aberdonian,
was born here.

- 3.8 In light of Denis Law’s international renown and the scale of his achievements, Chief Officer – City Development & Regeneration considered it appropriate to refer this application to this Committee for a decision.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications arising from the recommendations in this report. The Denis Law Trust will be covering all costs.
- 4.2 Cost for manufacture and delivery of a plaque is £810.50+VAT. Corporate Landlord charge £275+VAT for plaque installation. Both costs are paid by the applicant, in this case the Denis Law Legacy Trust.

5. LEGAL IMPLICATIONS

- 5.1 Aberdeen City Council – Corporate Landlord is the owner of 6 Printfield Terrace. Section 3.5 of the Plaques Policy states the applicant must present written evidence of consent from the owner for the application to progress.
- 5.2 As the owner of the building, Aberdeen City Council – Corporate Landlord will be required to inform tenants (if applicable) that there will be works to erect a plaque at the property should the Committee approve the application.

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	N/A			
Compliance	N/A			
Operational	More applications for plaques commemorating individuals that do not meet criteria 5.1, and appeals from rejected applications resulting in additional and unplanned workload	Introduce charging for officer time	H	No We are departing from the Council's stated risk appetite in relation to generating unplanned demand
Reputational	Previous decisions to decline plaque applications may be challenged, should this application be approved, leading potential appeals	Refer any re-submissions to Finance & Resources committee	L	Yes

	against Council decisions			
Reputational	Failure to recognise the significance and contributions of Denis Law to the City of Aberdeen may result in reputational damage	Decision is referred to Finance & Resources committee	L	Yes
Environment / Climate	N/A			

8. OUTCOMES

Council Delivery Plan 2024	
	Impact of Report
Aberdeen City Council Policy Statement <u>Working in Partnership for Aberdeen</u>	<p>The proposals within this report support the delivery of the following aspect of the Working in Partnership for Aberdeen document:-</p> <ul style="list-style-type: none"> - Help to deliver the Denis Law Legacy Trail.
<u>Local Outcome Improvement Plan 2016-2026</u>	
Prosperous Economy Stretch Outcomes	Not Applicable
Prosperous People Stretch Outcomes	Not Applicable
Prosperous Place Stretch Outcomes	Not Applicable
Community Empowerment Stretch Outcomes	Not applicable
Regional and City Strategies	<p>A plaque to Denis Law will support the Regional Economic Strategy by strengthening work programme: "A strong community and cultural identity: There is a vibrant culture and creative sector that is championed to enhance our distinctiveness with a successful arts and cultural sector that capitalises on new investments such as P&J Live or Aberdeen Art Gallery and forthcoming Levelling Up investments to create a new museum in Peterhead and expansion of Macduff Marine Aquarium" (page 25)</p>

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	Not required. <i>Previous generic Integrated Impact Assessment relating to the Plaques Policy has been reviewed and no changes required.</i> <i>I confirm this has been discussed and agreed with Julie Wood, Chief Officer City Development & Regeneration, 15/04/2025</i>
Data Protection Impact Assessment	Not required. <i>I confirm this has been discussed and agreed with Data Protection Officer, 25/04/2025</i>
Other	No

10. BACKGROUND PAPERS

10.1 Aberdeen City Council Plaques Policy

11. APPENDICES

11.1 Appendix 1 Plaque application

11.2 Appendix 2 Aberdeen City Council Commemorative Plaques Policy

12. REPORT AUTHOR CONTACT DETAILS

Name	Helen Fothergill
Title	Service manager – archives, gallery & museums
Email Address	HFothergill@aberdeencity.gov.uk
Tel	01224 053402

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People Plaque Application Form

Your Details	
Title:	Denis Law Legacy Trust
Name:	David Suttie, Trustee, Denis Law Legacy Trust
Address:	Denis Law Legacy Trust 37 Queen's Road Aberdeen AB15 4ZN
Telephone Number:	[REDACTED]
E-Mail Address:	[REDACTED]
Organisation (if representing one):	Denis Law Legacy Trust
Position in that organisation:	Trustee
<p>The full cost of permissions, producing and installing the plaque will need to be covered by you or your organisation. Please confirm acceptance of this condition by signing below.</p>	
Signature:	Date:
[REDACTED]	[REDACTED]
<p>Please provide details of where we should send the invoice if your application is successful (if different from above).</p>	
Name:	Denis Law Legacy Trust
Address:	37 Queen's Road Aberdeen AB15 4ZN
Telephone Number:	[REDACTED]
E-Mail Address:	[REDACTED]

Who are you nominating?

Full Name:	Denis Law
Date and place of Birth: (must be at least 100 years ago)	24 February 1940 6 Printfield Terrace, Woodside, Aberdeen
Date of Death : (must be at least 20 years ago)	17 January 2025
Please provide details of when the individual(s) lived in Aberdeen. To meet the criteria they must have either lived in Aberdeen for five years, or been born here, or have achieved their accomplishment here.	Denis Law was born at 6 Printfield Terrace, Woodside, Aberdeen and lived there until he was 15 years old.
Why do they deserve a plaque? To meet the criteria they must have <ul style="list-style-type: none"> • contributed to the rich social, political and cultural heritage of Aberdeen or <ul style="list-style-type: none"> • have been an Aberdonian who impacted the world through their achievements, words or deeds. or <ul style="list-style-type: none"> • made a major contribution to their field within a Scottish context as a minimum. 	<p>Denis Law CBE was a proud Aberdonian who loved his home city and the people of Aberdeen. The people of Aberdeen have always loved Denis Law and he is their favourite son.</p> <p>He was Aberdeen's most famous footballer and he is acclaimed as Scotland's best ever footballer and is a legend of Manchester United Football Club. There are 2 statues erected of him at Old Trafford and 2 in Aberdeen.</p> <p>He is the only Scottish player to ever win the Balon d'Or and holds Scotland's goal scoring record. He also holds Manchester United's goals-per-game record – 237 goals in 404 games.</p> <p>Denis Law is a Freeman of the City of Aberdeen Denis Law holds 3 honorary degrees – Aberdeen University, The Robert Gordon University and St Andrews.</p> <p>He was instrumental in the establishment and growth of Denis Law Legacy Trust, one of Aberdeen's leading charities focussing on underprivileged children. The charity, in partnership with Aberdeen City Council and the Johan Cruyff Foundation, has established 3 Cruyff Courts in Aberdeen and a 4th court is in the planning. This is a huge achievement for Aberdeen given there are only 13 Cruyff Courts in the UK, 4 of which are in Scotland and 3 in London.</p>
What is your suggested wording for the	Denis Law CBE 1940 – 2025



plaque? (see specifications in Appendix 2 of the Plaques Policy)	Legend of Manchester United and Scotland's most famous footballer Born and lived here A proud Aberdonian
You are welcome to include references, links or articles here or as separate pdf documents with your application.	
What is your preferred location for a plaque? (must meet Plaques Policy criteria and Appendix 2 specifications)	On the wall, at 6 Printfield Terrace, Woodside, Aberdeen close to Denis Law's bedroom window, approximately 8' from the ground.
<p>What is the link between this building and the individual(s)?</p> <p>To meet the criteria it should be somewhere the individual(s) was born, lived for 5 years or where they achieved the accomplishment we are celebrating.</p>	Denis Law was born at this address and lived there until he was 15 years old.

Your data: Commemorative Plaques

How we use your information

The personal information which you supply to us will be used to process your application for a Commemorative Plaque. We will use this information to assess your application, and to erect and maintain the plaque. We may use your contact details to get in touch with you about your application by mail, telephone and email. We may also need to get in touch if a reappraisal of the plaque is carried out.

Who we share your information with

If your application is successful, your organisation's name will be publicly available on our website as the sponsor of the plaque. Your name or your organisation's name will also be included in the report to the Finance and Resources Committee, which is publicly available on the Council's website.

How long we keep your information for

Applications for commemorative plaques are kept for 2 years. If your application is successful, we will keep your organisation's name as the sponsor in perpetuity.



Applications for commemorative plaques are kept for 2 years. If your application is successful, we will keep your organisation's name as the sponsor in perpetuity.

The additional information submitted in support of an application for a commemorative plaque will be retained permanently in order to contribute to building the memory of the people and place of Aberdeen for future generations. This will not include your personal information.

Your rights

You have rights to your data, including the right to ask for a copy of it. [See more information about the rights you have](#), how they work in practice, and the contact details of our Data Protection Officer. You also have the right to make a complaint to the [Information Commissioner's Office](#). They are the body responsible for making sure organisations like the Council handle your data lawfully.

Our legal basis

Aberdeen City Council is the Data Controller for this information about you. Wherever the Council processes personal data, we need to make sure we have a legal basis for doing so in data protection law. The Council understands our legal basis for processing personal data in relation to you as part of our public task.

Plaques Policy

Approved by Committee on
25 August 2021 with an implementation date of 25 August 2021

Document Control

Approval Date	25 August 2021
Implementation Date	25 August 2021
Policy Number	POL-CG-0001
Policy Author(s) and Owner	Author: Shona Elliott Owner: Julie Wood, (Interim) Chief Officer – City Development and Regeneration
Approval Authority	Finance and Resources Committee
Scheduled Review	May 2025
Date and Changes:	
May 2021	Policy replaces 2002 Guidance documentation for the Erection of Commemorative Plaques and reflects requirements of Corporate Policy Template.
May 2024	Policy reflects change in committee and cluster name, introduction of an annual application deadline and duplication clause, IIA modification, plaque wording responsibility change, vandalism clause alteration and repositioning of location information.

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1. Why does the Council need this Policy?

- 1.1 From the 19th century, plaques have been erected in Aberdeen commemorating people and places which have shaped the city, Scotland or beyond – people who have made outstanding achievements in their field, or buildings or events of historic significance. The City Council have overseen the erection of these plaques since 1978 when it first developed a scheme.
- 1.2 This policy sets out the criteria Aberdeen City Council will apply to applications from citizens, officers and elected members nominating an individual, building or event for commemoration on a plaque within Aberdeen under the Council's Plaques scheme. It will guide the decisions of Council officers and Committees on whether a person, event or building should be recognised with a plaque.
- 1.3 This policy will mitigate the reputational risk of unfair and inconsistent decision making about who or what should be recognised with a plaque. In addition it will mitigate the reputational risk of unsuitable plaques (such as those connected with discriminatory activity) being erected and associated with the interests of Aberdeen City Council.
- 1.4 This policy is in line with national guidance from [Historic Environment Scotland](#) and the Council's [Listed Building consent procedures](#).

2. Application and Scope Statement

- 2.1 This policy will guide the decisions of Council officers and Committees on whether a person, event or building should be recognised with a plaque.
- 2.2 The scheme encompasses yellow (old scheme) and blue (current) circular plaques commemorating individuals (which we will refer to as People Plaques) and their connection to a particular building; and black rectangular arched plaques (which we will refer to as Place Plaques) that mark historical sites and events.
- 2.3 Other commemorative plaque schemes exist at a local and national level. These include the University of Aberdeen's maroon plaques, Historic Environment Scotland and UK wide organisations such as the Institute of Physics. These plaques are not covered by this policy but we encourage information sharing and collaboration for the public benefit.

3. Responsibilities

- 3.1 The Chief Officer - City Development and Regeneration is the owner of this policy and accountable for overseeing its application by Aberdeen Archives, Gallery and Museums (AAGM) staff.
- 3.2 The scheme is administered by officers in AAGM. They review nominations and make recommendations to the Chief Officer and relevant Committee (currently Finance and Resources).

- 3.3 Decisions on whether to accept a nomination are subject to the approval of the relevant Committee.
- 3.4 Under delegated powers, the Chief Officer - City Development and Regeneration can, following consultation with the Convener of the Finance and Resources Committee, decline applications that do not meet the criteria set out in sections 5.1 - 5.3 of this policy or if they determine that the contents of a unique Integrated Impact Assessment are sufficient for application rejection, even with mitigations in place (see 3.6).

3.5 **Responsibilities of the Nominator**

The nominating person or body is responsible for:

- Submitting a clear rationale for recognising an individual, place or event in time for the annual plaque application deadline of 1st December.
- Proposing a location and wording for the plaque, and awaiting confirmation from the Council that the site is appropriate prior to the Nominator approaching the building's owner.
- Seeking written consent from the building owner to allow the Council to erect the plaque (this can be via email). The application will not go ahead if written consent is not received. The building owner is responsible for informing the residents of any planned installation of plaques in line with their tenancy agreements.
- If appropriate, gaining listed building consent for the plaque.
- Making payment to the Council for full cost of production and installation of the plaque (invoices can be provided).
- On approval of the proposal, the Nominator will re-confirm in writing, agreement with the building owner (and tenants if applicable) and pass confirmation to AAGM.

NOTE: the Council will determine the final location of the plaque, following communication with building owners.

Joint nominations by several organisations working in collaboration are welcomed.

3.6 **Responsibilities of Aberdeen City Council**

- Submitted nominations will be reviewed by relevant AAGM officers. Equality considerations will be taken into consideration during this review, using an Integrated Impact Assessment (IIA). The generic IIA for plaque applications will be considered, and unique IIAs will be completed for individual nominations where necessary. As part of the review, the Council will obtain confirmation that site is appropriate (including completion of associated risk assessment).

- Recommendations to Committee will be based on assessment of relevance to Aberdeen, uniqueness and importance of the achievement and suitability of the proposed location for the proposed plaque. AAGM officers will work with the Nominator to agree proposed plaque wording.
- Decisions will be taken based on these recommendations and supported by the IIA, and are subject to final approval by the appropriate Council Committee (at present Finance and Resources). If erection of the plaque is approved, Committee will confirm final plaque wording.
- The Chief Officer – City Development and Regeneration will refuse, following consultation with the Convener of the Finance and Resources Committee, applications for plaques if they do not meet the Council’s criteria or if it is determined after assessment of a unique IIA that the contents are sufficient for application rejection, even with mitigations in place. These will not ordinarily be presented to the Finance and Resources Committee for determination.

On approval of the plaque application the AAGM officers will:

- arrange for the production of the plaque.
- inform the Nominator when the plaque is ready to be installed, and indicate clearly where the plaque is to be sited on the proposed building.
- write to the owner of the building to confirm a date for installing the plaque, and instruct the owner to inform tenants accordingly in a timely manner.
- install the plaque.
- ensure that any opportunities for promotion and publicity are managed appropriately with the Nominator.
- update the online catalogue of Commemorative Plaques and send specific link to Nominator.
- Any accidental damage to a plaque by the Council or by any other third party will be repaired by the Council as funds allow unless it is caused by the building’s owner or contractors employed by the owner, in which case the building owner will be liable for any costs of replacement or repair. Damage caused by vandalism will be repaired/ replaced by the Council as funds allow, and the Council will seek to recover the costs from those responsible.

3.7 Feedback on this policy should be directed to plaques@aberdeencity.gov.uk.

3.8 A summary of this process is provided in Appendix 1.

4. Supporting Procedures and Documentation

- 4.1 Documentation to support adherence to the policy and guide Nominators is available on the City Council website at www.aberdeencity.gov.uk/aagm. This comprises:
- [Application Form and Guidance Notes for Applicants](#).
 - [Examples of existing plaques](#) in eMuseum.

5. About this Policy

5.1 People Plaques

Plaques commemorating an individual should meet the following criteria.

The person should have:

- died at least 20 years ago AND have been born more than 100 years ago. This is to ensure that the decision whether to erect a plaque is made with a sufficient degree of hindsight.
- contributed to the rich social, political and cultural heritage of Aberdeen or have been an Aberdonian who impacted the world through their achievements, words or deeds.
- made a major contribution to their field within a Scottish context as a minimum. (This could be as judged by their peers, such as an established award or prize; as judged by the public, where their achievements generate commercial success or popular acclaim; or based on informed assessment of the impact and legacy of their work to their field, by suitably qualified peers).

They should normally also have:

- lived or worked in Aberdeen for at least 5 years;
or
- been born in Aberdeen;
or
- made their discovery or achieved their accomplishment in Aberdeen.

Collective applications for groups of individuals will be considered against the same criteria.

5.2 Place Plaques

Plaques commemorating an event, site or building should meet the following criteria.

The event should:

- have occurred at least 50 years ago. This is to ensure that the decision whether to erect a plaque is made with a sufficient degree of hindsight.
- have impacted on a significant number of Aberdeen residents.
- reflect the rich social, political or cultural heritage of Aberdeen.
- be specifically associated with the location at which the plaque is to be erected.

The building or site should either:

- be of particular architectural importance.
- be historically important as a survival of a particular period.
- have a connection with a series of historic events; or
- have a connection with a significant business or industry.

5.3 Location criteria

Plaques should meet the following location criteria.

The plaque must be affixed to a building within the public realm (visible without entering private property). Only one plaque in this Council scheme can be erected per person/event within Aberdeen; a person/event is represented at one location only.

For People Plaques the location of the proposed plaque should be such that:

- the person was born or lived within the same building upon which the plaque will be fixed, or they worked there for a significant or important period of their life (at least 5 years).
- or
- an existing and appropriate building on site of the former building (in point above).

Where buildings have been radically altered or demolished, we consider the relationship between person and building to have been broken. However the policy would allow “on this site” to be used in such a situation, if appropriate wording could be agreed then approved at Committee-level, otherwise no plaque will be erected.

For Place Plaques the location should be such that the event or site is focused near or at the vicinity of the proposed plaque (for existing examples please see <http://emuseum.aberdeencity.gov.uk/sites>).

Technical specifications as to the siting and style of plaques are detailed in Appendix 2, and must be adhered to.

5.4 Cost

The cost of any applications for permissions, production and installation will be met by the Nominator. Aberdeen City Council does not hold a budget for the creation of new plaques within the city. Council officers can suggest possible sources of funding to support applications for nominators who will struggle to meet these costs (for example the Council’s Culture Grants Programme).

5.5 Reappraisal

There may be rare cases where a significant reappraisal of an individual’s contribution occurs after a plaque has been erected (for example, where a connection to criminal or inappropriate activity comes to light). Where this is the case, applications to review and revise the wording of plaques by AAGM officers will be submitted to the relevant Committee following consultation with the original Nominator/sponsor if known and the building’s owner(s). The Committee may decide that a plaque should be removed. In some instances, plaques will be retained but all reasonable efforts will be made to highlight new assessments of an individual or event through the Council’s plaques database and website. Other opportunities may be explored if planning permission and/or funding allows. Periodic review of existing plaques will be carried out by the Council to ensure our plaques database and website contains up to date research or new information.

5.6 Diversity and representation

We recognise the relative lack of diversity and representation in the current range of commemorative plaques in the Aberdeen City Council scheme. Applications that celebrate the contributions of Aberdeen's diverse communities to the City will be particularly welcomed. As a public authority, the Council is obligated to comply with the Public Sector Equality Duty, as outlined in the Equality Act 2010. The erection of plaques may foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

6. Risk

- 6.1 This policy and its supporting documentation will mitigate the following reputational risks to the Council:
- risk the Council's decisions on plaques are inconsistent;
 - risk that the plaques are erected for unsuitable candidates, which could create negative publicity and complaints for the Council by association;
 - risk of customers being disappointed at an unsuccessful application.
- The policy mitigates these risks by establishing clear criteria and ensuring a sufficient degree of hindsight is applied to the assessment of whether an individual or event's achievements or significance makes them worthy of marking with a plaque.
- 6.2 This risk will be monitored through application success rates and the progression of enquiries through to full application. If the policy is successful it should mean that the Committee supports officer recommendations. These recommendations are supported by the IIA.

7. Environmental Implications

- 7.1 The manufacturing of plaques has a negative impact in terms of carbon emissions. However, cast aluminium is durable and the manufacturer of commemorative plaques is based in the UK and uses recycled aluminium sourced from within the UK, supporting sustainable procurement.
- 7.2 Plaque schemes can encourage people to walk more, and this may aid appreciation of our surrounding environment. A Council 'People and Places' walking trail supports the Council's Commemorative Plaques scheme.

8. Policy Performance

- 8.1 By providing clear criteria for applicants to meet, this policy should reduce the number of unsuccessful applications for plaques, saving the time of both Council staff and nominators. It should also reduce the number of complaints from citizens or organisations about plaques and unsuccessful applications.

- 8.2 Nomination, approval and rejection rates will be monitored, along with feedback from service users, to measure the effectiveness of the policy.
- 8.3 Existing plaques will be reviewed periodically to ensure the website and plaques database includes up to date research or new information. The Council is committed to making its website accessible.

9. Design and Delivery

- 9.1 Plaques contribute to the city centre being a City of Learning, specifically supporting the following area of the Local Outcome Improvement Plan 2016-26, refreshed 7 July 2021 (page 49):

“We are committed to becoming a City of Learning means capitalising on the vast opportunities, resources and potential for enabling people to learn and develop themselves in ways that meet their needs, interests and ambitions.”

Plaques also contribute to the city centre as a visitor destination linked to heritage tourism. This aligns with the Regional Economic Strategy 2015-2025 (page 4):

“Similarly we want to capitalise on our existing strengths and support a broadening of our economy across other industries – within the energy sector itself, tourism, food, drink, fisheries and agriculture, creative industries and life sciences.”

- 9.2 This policy should increase the diversity of people recognised as contributing to the heritage of the City, supporting the Public Sector Equality Duty and the corporate Equality Outcomes.
- 9.3 This policy fits with the aspirations of the Council’s Operating Model to improve processes to reduce inefficiency, guided by people at the front line.

10. Housekeeping and Maintenance

- 10.1 This policy will be reviewed on an annual basis by officers in City Development and Regeneration.
- 10.2 This policy replaces the Plaques Policy approved by the City Growth and Resources Committee in August 2021.

11. Communication and Distribution

- 11.1 The policy and supporting guidance will be made available on the Council’s website and supplied to those interested in nominating an individual, building or event for a plaque. Information and guidance will also be made available in alternative formats where requested.

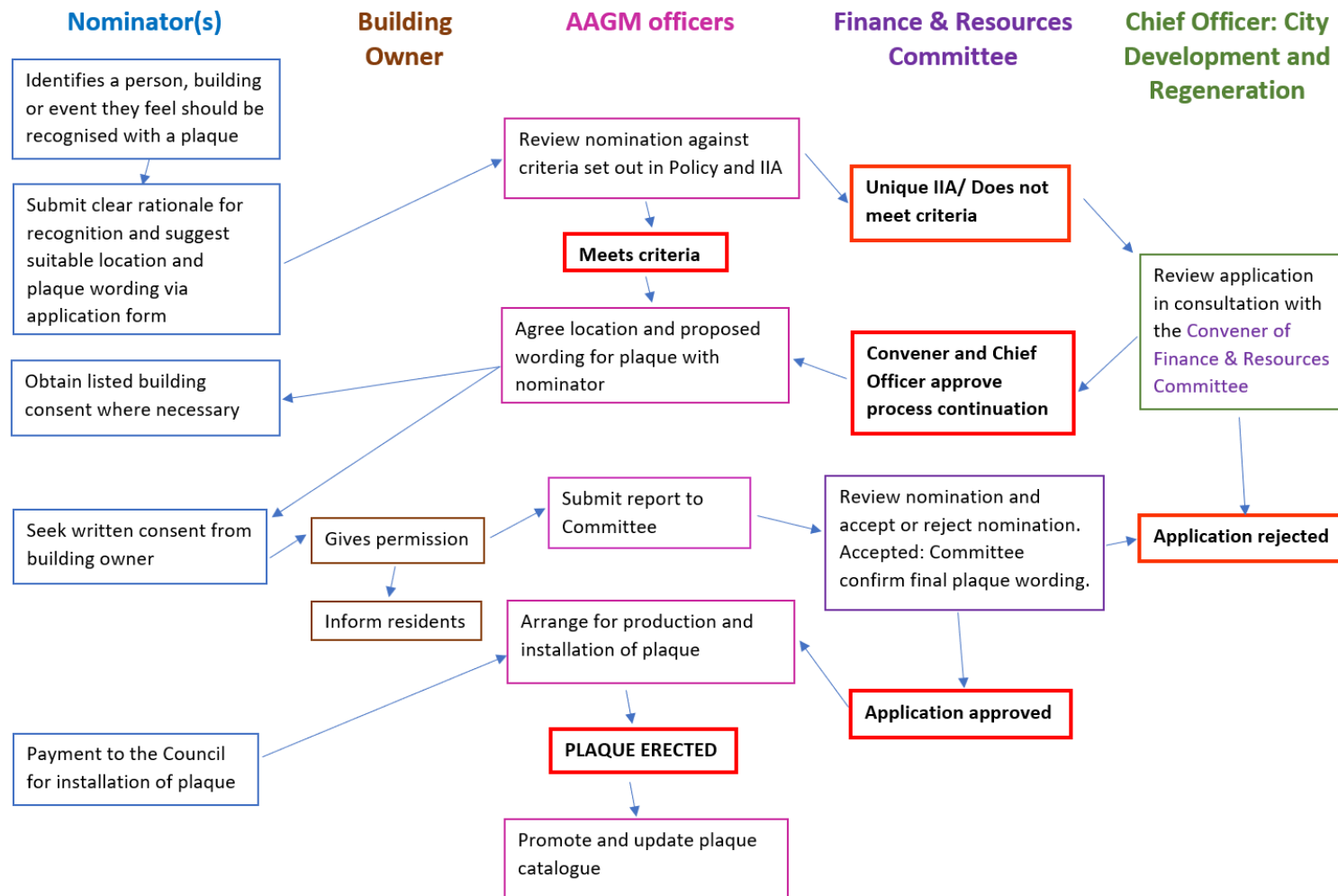
12. Information Management

- 12.1 Information generated by the application of the policy will be managed in accordance with the Council's Corporate Information Policy and supporting Procedures.

13. Definitions and Understanding this Policy

- 13.1 Nominator: The individual or group nominating an individual, event or building for recognition with a plaque.
- 13.2 People Plaques: commemorating the lives of outstanding individuals who have contributed to the development of the city, the history of the region or who are of international standing. Previously referred to as Commemorative Plaques. For a full description of the style and location restrictions, please see Appendix 2.
- 13.3 Place Plaques: commemorate a significant historic event that took place in that building or site; or to highlight the part played by such a building or site in the history of the city. Previously known as Court Plaques. For a full description of the style and location restrictions, please see Appendix 2.

Appendix 1: Process and Responsibilities



Appendix 2: Technical specifications for plaques

General specifications

The following specifications concerning location and style must be met for both People and Place Plaques.

Location

The location should be such that:

- members of the public will be able to view it from a public land without needing to enter upon private property.
- it is freely visible, in a distinct uncluttered location and is not in close proximity to obligatory Health and Safety notices and other signage.
- It is not always possible to place plaques at a height that is accessible to wheelchair users, but images and supplementary information will also be made available online to increase accessibility.

Where plaques are proposed to be attached to a listed building:

- It is the responsibility of the applicant to apply for Listed Building Consent.
- Listed building consent will be required unless all the following five criteria are met:
 1. It is only on a category B or category C listed building. Category A listed buildings will normally require consent;
 2. It does not exceed 500mm in diameter;
 3. It is located not below 1m from entrance level and not more than 3m above;
 4. It is the only plaque on the building;
 5. It is secured in place using non-ferrous fixings positioned into the mortar joints.
- To find out whether the building is listed or what category of listing it is, please see Historic Environment Scotland's website:
<https://www.historicenvironment.scot/advice-and-support/listing-scheduling-and-designations/listed-buildings/search-for-a-listed-building/>
- Please note that features such as boundary walls may be included in a listing, even if not explicitly mentioned in the list description – for clarification, please contact Planning and Building Standards on pi@aberdeencity.gov.uk.

Style and wording

- The wording on the plaque should be in plain English (exceptions may include where book title is being indicated) and consider those with additional communication needs. Refer to existing examples for guidance. Content will be dependent on size and location of plaque.
- Plaques were formerly in block capitals but this is a barrier to those with visual impairments, so sentence case will now be used.
- The role or contribution should be kept brief to ensure the plaque is legible – AAGM officers will advise and help to reduce to a suitable length, taking into account accessibility and location of plaque. Further detail can be added on the Plaques webpages.
- The plaque will conform to the normal dimensions of other plaques within Aberdeen City.
- No notice of sponsorship will occur on the plaque, nor will logos be included in the design. Each plaque is unique. As such, plaque wording should be standalone e.g. not referencing trails or other plaques. Notice of sponsorship and associated plaques can be included on the plaques webpages.

People Plaques Specifications

Size and shape: Circular; 20 inches or 500mm in diameter.

Material: Metal plaque; cast with raised lettering, border and detail.

Colour: Blue with white lettering and border. Older plaques have yellow/fawn tone, a colour previously approved by the planning department to reflect the city's granite backdrop. The blue and white colour scheme provides better visual contrast.

Style

The Text should follow the convention of: Name, years of birth - death, significant role/contribution, was born here/lived here/worked here (with dates).

For consistency of style, the following guidance should be followed:

- Married status titles such as Mr/Ms/Miss/Mrs will not be used.
- Single given/earned titles such as Dr/Sir/Lady will be included.
- Honorifics and awards can be added at the end of names such as QC, OBE, VC – space allowing.
- Use first name and last name only; use familiar or abbreviated names or initials if that is how they were commonly known.

Place Plaques Specifications

Size and shape: Rectangular or arched; varying sizes.

Material: Metal plaque; cast with raised lettering, border and detail.

Colour: Black, colour previously approved by the planning department to better reflect the city's granite backdrop. Border and lettering in gold.

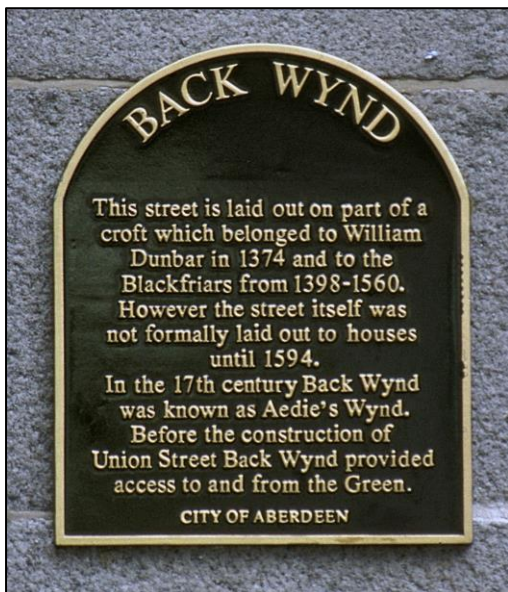
Examples of plaques



1 Close up of the Dr Sandeman plaque on wall of 22 Waverley Place, Aberdeen



2 Wider view of Dr Sandeman plaque on wall of 22 Waverley Place, Aberdeen



3 Close up of Back Wynd Place Plaque, explaining the history of the street



4 Wide view showing position of Back Wynd plaque on granite wall of St Nicholas Kirkyard at the corner of Back Wynd and Union Street

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	7 May 2025
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	St Machar Academy Grounds Improvements: Full Business Case
REPORT NUMBER	F&C/25/104
EXECUTIVE DIRECTOR	Eleanor Sheppard
CHIEF OFFICER	Stephen Booth
REPORT AUTHOR	Andrew Jones
TERMS OF REFERENCE	4.1

1. PURPOSE OF REPORT

- 1.1 This report presents the full business case associated with the St Machar Academy Grounds Improvements project, as instructed by the Committee at its meeting on 8 May 2024.

2. RECOMMENDATION

That the Committee:-

- 2.1 Notes the attached full business case for the St Machar Academy Grounds Improvements project in Appendix A.

3. CURRENT SITUATION

- 3.1 At the Council budget setting meeting on 6 March 2024, a budget was approved within the Non-Housing Capital Programme, for improvements to be made to the outside environment at St Machar Academy.
- 3.2 At its meeting on 8 May 2024, the Finance & Resources Committee approved in principle the recommended option within the outline business case, to improve the outdoor space at St Machar Academy. The Committee also approved the use of resources to take forwards the preferred option as set out in the outline business case.
- 3.3 At the same meeting, the Committee instructed officers to report back with a full business case within the next 12 months. This report seeks to fulfil that instruction. The full business case, is included at Appendix A. This confirms that the overall costs are within the budget for the project which was approved by Council on 6 March 2024.
- 3.4 To keep to project timescales and to help minimise disruption to the school whilst works take place, the full business case was approved by the Chief

Officer, Capital in January 2025, in accordance with the Council's procurement regulations, to allow a contract to be awarded timeously and for work to commence on site, ahead of the next available committee cycle for reporting the business case to the Committee.

3.5 As reported to the Committee at its meeting on 26 March 2025, within the Capital Programme Delivery Update report, work is currently under way on site at St Machar Academy to deliver the improvements set out within the preferred option in the business case, which include:

- Removal of disused temporary classroom units and resurfacing the areas of the playground affected
- Installation of a new food pod and a covered dining area
- Creation of a new access from the playground to the playing field, incorporating new spectator seating for the all weather pitch
- Replacement of fencing around the site and new gates to create a secure site
- Installation of a new multi-use games area (MUGA)
- Improvements to drainage around the all weather pitch
- Installation of an outdoor classroom, paths and growing area.

3.6 Work on site will continue over the summer, and is expected to be completed by August 2025.

4. FINANCIAL IMPLICATIONS

4.1 The preferred option selected to be taken forward has been costed at £1.997m including fees.

4.2 A capital budget of £1.8m for this project has been identified and approved within the Council's Capital Programme. An additional £75,000 is being provided through the Community Inclusion team, along with a further £195,000 from funding generated by the school, taking the available budget to £2.07m.

5. LEGAL IMPLICATIONS

5.1 All contracts have been tendered in accordance with the ACC Procurement Regulations and the applicable legislation.

6. ENVIRONMENTAL IMPLICATIONS

6.1 The environmental implications of the work being undertaken are outlined within the full business case at Appendix A.

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) <i>*taking into account controls/control actions</i>	*Does Target Risk Level Match Appetite Set?
Strategic Risk	n/a			
Compliance	Contractor and subcontractor compliance with health & safety legislation.	Health & Safety documentation checked. Clerk of Works assigned to project.	L	Yes
Operational	Project takes longer than programme.	Programme kept under regular review. Clerk of Works assigned to project.	L	Yes
Financial	Total cost of projects is greater than allocated budget.	Appropriate budget monitoring. Contingency built into costs.	L	Yes
Reputational	Visual appearance of construction site whilst works are ongoing may be negatively perceived by the public	Issue appropriate communications relating to the project via school	L	Yes
Environment / Climate	Construction work may have negative implications in terms of transportation, material creation and waste.	Existing materials and components will be retained as far as possible, with those no longer useable being recycled or responsibly disposed of.	L	Yes

8. OUTCOMES

<u>Council Delivery Plan 2024</u>	
	Impact of Report
Aberdeen City Council Policy Statement <u>Working in Partnership for Aberdeen</u>	<p>The recommendations within this report support the delivery of the following policy statement:</p> <p><u>A City of Opportunity</u> Policy Statement 2 - Review and invest in our school estate, ensuring all of Aberdeen's schools are fit for the educational needs and the challenges of the 21st century. The report outlines steps being taken to improve the outdoor environment at St Machar Academy.</p>
Regional and City Strategies	<p>The proposals within this report supports the Council 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 and economically sustainable'.</p> <p>This project also forms part of the School Estate Plan which will support the delivery of the Council's Property and Estates Strategy and the Net Zero Routemap for Aberdeen City.</p>

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 04/04/25
Data Protection Impact Assessment	Not required
Other	No other assessments required

10. BACKGROUND PAPERS

- 10.1 Finance and Resources Committee, 8 May 2024: [Agenda Item 9 - St Machar Outdoor Space Improvements: Outline Business Case \(F&C/24/134\)](#)
- 10.2 Finance and Resources Committee, 26 March 2025: [Agenda Item 9.1: Capital Programme Delivery: Projects Update \(CR&E/25/066\)](#)

11. APPENDICES

11.1 Appendix A: Full Business Case: St Machar Academy Grounds Improvements

12. REPORT AUTHOR CONTACT DETAILS

Name	Andrew Jones
Title	Service Manager
Email Address	ajones@aberdeencity.gov.uk
Tel	045101

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Full Business Case

Project Name	St Machar Academy Grounds Improvements		
Author	Colin Kemp	Date	27/03/2025
Sponsoring Cluster	Corporate Landlord	Version	1

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(Press F9 function key to update table of contents after completion of Business Case – [guidance here](#))

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1. Introduction and Project Overview

The Council's School Estate Plan was approved in September 2022 by the Education Operational Delivery Committee when officers were instructed to take forward a detailed action plan to develop and improve the school estate. This included an instruction to carry out a feasibility study to identify options for improving the outdoor space at St Machar Academy.

The size of the pupil roll at St Machar Academy is placing pressure on the school and its ability to use space flexibly.

The outdoor facilities at the school are severely limited, partly due to the space being taken up by a number of modular classroom buildings which are no longer in use and fenced off as they are in a dangerous condition. The outdoor space at the school generally is in need of improvement with the playground in varying conditions with some areas very poor, broken up and patched. This proposal is to remove the units and redevelop the ground that they occupy as usable outdoor learning and teaching space.

The dining facilities are insufficient to accommodate a rising school roll and both the school and Facilities Management would like to create an outdoor dining area and food pod. The Locality Inclusion team are providing funding for the purchase of a food pod but it does not cover the costs of installation and connection to services. This project would include the installation and incorporate it into a covered outdoor dining area.

Pupils currently have to leave site during a fire evacuation as there is no direct access to the school playing field muster points. This project would create an access to the field from the playground to create a direct route for evacuation and improve access to sports facilities.

The perimeter of the school grounds cannot be secured due to gaps in fencing and fencing that is in poor condition. This means that the public can walk through the school playground and there have been incidents as a result including violence, drinking and drug taking during the school day. This project would replace the existing fence with secure green 1.8m weld mesh fence around the perimeter to allow the site to be secured. It will not however, be possible to secure the perimeter without creating direct access to the sports field as currently there is a gate which is designated as a fire exit that cannot be locked.

There is currently no direct access to the sports field and the all weather pitch from the school and pupils have to leave site to get there. This project would create direct access that would incorporate a large stepped seating arena for spectating that could also be used for learning and teaching and as a pupil social area.

Use of the outdoor sports facilities are restricted due to poor drainage in the sports field. The ground around the all weather pitch is often waterlogged causing the pitch to flood, making it unusable. This project would improve the drainage around the pitch and increase the facilities available by providing a multi use games area (MUGA) adjacent to the existing all weather pitch.

As part of the Excelerate Programme (Wood, Ford etc) the school is working with SRUC and other agencies to diversify the curriculum into skills and learning around farming, agriculture, horticulture, business and bioscience as well as many other curriculum area links to enhance qualifications in areas particular to the local climate. The school are currently in year 2 of a five year plan to develop an area of the field that is currently little used with the support of local community volunteer groups out to develop projects and other revenue lines such as selling flowers, fruit and veg, potential community café. The development will have

biodiversity at the heart of its design to connect children with nature and raise awareness of the twin crises of biodiversity loss and climate change and promote health and wellbeing. This project would provide an outdoor classroom, access paths and some native planting to support this development.

If the project is not undertaken:

- the health and safety risks associated with the disused units will increase as they continue to deteriorate;
- the school would continue to face challenges in delivering quality outdoor learning ;
- there would continue to be insufficient dining space for the school roll;
- the school would continue to face the security challenges from the public accessing the school grounds during the school day;
- pupils would continue to have to leave site to access the sports field; and
- the fire evacuation strategy would mean users having to leave site to access the sports field in the event of a fire evacuation.

2. Executive Summary

The project aims to improve the outdoor learning environment of St Machar Academy by creating new outdoor learning and teaching areas, increasing dining capacity, increasing and improving access to the Sports facilities, and improving the security of the site.

Various options for improvements were suggested during consultation with pupils and staff to shape a masterplan for the site and these were costed up as part of the feasibility study.

In deciding on the scope of work it was important that the work could be carried out within the time constraints imposed by the school year and the need to undertake major disruptive work during a holiday period. It is anticipated that the majority of the work can be carried out in the summer holidays of 2024 and 2025. The playground redevelopment will only be possible once the temporary units on site have been demolished and this dependency will impact on the start date for the playground works.

The project sponsor is Corporate Landlord and the contract will be managed by the Design Team.

The benefits to the school will be an improved external environment through the removal of the redundant unsafe units and resurfacing of the playground where they are located to make useable space for a range of activities including:

- 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.

Disbenefits include some possible disruption to the school whilst works are undertaken and the need to suspend external lets on the pitches for the duration of the works.

The preferred option selected to be taken forward has been costed at £1.997M including fees.

A capital budget of £1.8m has been identified for the improvements. £75,000 is being provided through the Community Inclusion team and £195,000 from funding generated by the school taking the available budget to £2.07M.

Creating the new access to the sports field will involve removing an old and disused staircase and the assumption is that the retaining wall between the playground and the field is sound but there is a risk that the wall may require additional work.

3. Strategic Fit

The project will support the following strategic objectives:

Prosperous People (Children and Young People)

- Stretch Outcome 8 in the LOIP – *Child friendly city where all decisions which impact children and young people will be informed by them by 2026*

4. Business Aims, Needs & Constraints

Aberdeen City Council is the local authority responsible for delivery of the project.

The project supports the following policies and strategies:

- Scottish Government/COSLA – Scotland's Learning Estate Strategy – Connecting People, Places and Learning
- Aberdeen City Council - School Estate Plan 2022
- Community Planning Aberdeen – Local Outcome Improvement Plan 2016 – 2026
- Regional and City Strategies - The proposals within this OBC supports the draft Council 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 and economically sustainable'.

Improvements to the St Machar Academy site will provide:

- An improved learning environment for pupils, which in turn will contribute to the outcomes for Children and Young People within the Local Outcome Improvement Plan.
- Seamless connections between indoors and outdoors
- Inclusive & nurturing spaces and an environment suitable for all types of users

The layout of the St Machar Academy site and general lack of outdoor space presents significant challenges for curriculum delivery and officers consider that action requires to be taken to bring about improvements to the outdoor facilities to ensure that pupils at the school continue to have access to high quality learning environments and appropriate social spaces.

There are three old, disused modular units in the playground which are surrounded by hedges fencing as they are in poor condition, are unsafe and compromise the use of the space. The units are becoming increasingly fragile and pose a health and safety risk from decay and damage from vandalism. The removal of these units will remove the risks associated with them, increase the size of the useable outdoor space and create opportunity to provide new facilities.

The playground is on a slope and is in poor condition in places with areas not accessible because of fenced off areas around the temporary units. Creating tiered level areas across the site will provide opportunities to develop a range of different spaces including learning zones, outside dining and social areas.

The Locality Inclusion Team is providing funding for an outdoor food pod (*Food Insecurity paper CUS/21/199 to ODC on 16/9/21*), however, there are currently no outside dining facilities or seating in the playground. By creating a large level platform where one of the temporary units is currently located it will be possible to build a sheltered outdoor dining area which could also be used as an outdoor classroom and pupil social space which would increase the dining and teaching capacity of the school.

Scottish Futures Trust guidance for new school buildings recommends the inclusion of an outdoor covered area of 0.8m per pupil. There are currently no outside sheltered spaces in the school playground. This project would move the school towards the SFT aspiration for new builds by creating a sheltered outdoor dining, teaching and social space.

The school and playground is not connected to the sports field and pupils must go off site to get to it for sports activities and to access the muster points located there in a fire evacuation. Due to the slope of the site the sports field is on a lower level to the playground. Creating direct access to it provides the opportunity to develop a wide stepped access incorporating spectator seating for the all weather pitch which could also be used for outdoor learning and teaching and as a social gathering space.

The site is not secure and cannot be secured due to a lack of fencing in some areas and a gate which cannot be locked as it is currently designated as a fire escape route. Creating direct access to the sports field and the fire evacuation muster points from the playground would enable this fire escape gate to be locked during the school day because the new direct access would become the fire escape route and replacing or upgrading and infilling the gaps in the perimeter fence will enable the site to be secured.

The playing field has access and drainage issues which often make it unusable and the all weather pitch becomes flooded making it unsafe to use. Improving the drainage to the area around the all weather pitch and reducing the flood risk to the pitch would increase its

useability and combined with the provision of a new multiuse games area (MUGA) and outside classroom will increase the sports facilities available to the school and curricular capacity for delivering PE and other learning.

It is anticipated that the majority of the work can be undertaken during the summer holiday periods and therefore will not affect service delivery. The redevelopment of the playground is dependent on the removal of the temporary units and some work around the installation of the outside dining will not be complete during the holiday period due to having to remove the temporary units first but this area can be safely secured whilst the school is operational as the area will be securely fenced off.

The school have raised funding towards installing a Multi Use Games Area (MUGA) on the sports field next to the all weather pitch. The MUGA is not dependent on this proposal but is complementary to it and the funding, procurement installation will be incorporated into this project. The cost for installing the MUGA has therefore been included in the overall project cost provided in this document.

The school is being provided with a food pod through the Locality Inclusion Team (Food Insecurity paper CUS/21/199 to ODC on 16/9/21}. The location of the installation of the food pod will be aligned with the planned external improvements to avoid any complications that might arise relating to installation of services therefore the funding for this will be incorporated into this project, and the cost for the food pod has been included in the overall project cost.

The school have secured funding towards the purchase of an outdoor classroom and the funding for its procurement and installation will be incorporated into this project to ensure it fits with the proposed development of the school field and the drainage works. The cost of the outdoor classroom has also been included in the overall project cost.

It is anticipated that the majority of the work can be carried out during the school holiday period and will therefore not impact service delivery. The redevelopment of the playground is dependent on the removal of the temporary units and therefore some of the work to create the sheltered outside dining will take longer but will be contained within the area that is currently not accessible to pupils and will be safely fenced off therefore no disruption is anticipated.

5. Objectives

To remove the disused units and the H&S risks associated with them and improve the outdoor environment.

To create new outdoor facilities including multi use games area (MUGA).

To provide a covered outside dining and outdoor learning facility.

To create a connection between the school grounds and the sports field and improve access and drainage.

To improve security to enable the perimeter of the school grounds to be secured during the school day.

To create an outside classroom/ learning zone in the sports field.

To improve fire evacuation routes.

Is affordable within available budget.

6. Scope

The project aims to improve the external environment by making it secure and creating;

- new outdoor learning and teaching facilities,
- a sheltered outside dining area; and
- access from the playground to the sports field.

Direct access to the sports field will improve the fire evacuation procedures as pupils and staff will no longer need to leave the site to reach muster points in the field as is the current practice.

The improved fire evacuation procedure will enable an existing route to be reconfigured to allow a fire exit gate to be reconfigured as a lockable pupil access gate. This and the new fencing will allow the perimeter to be secured.

The bin stores located on the main playground will be relocated to remove the need for the bin lorry to access the playground.

The staff carpark will be relocated to enable the construction of the wide stair access from the playground to the playing fields.

The majority of the work will be carried out during the summer holiday periods and will not affect service delivery.

The success criteria for the project will be the

- increased outdoor learning and teaching opportunities,
- increased dining facilities,
- improved external environment,
- improved access to sports facilities,
- improved security of the site, and
- improved fire evacuation procedure.

6.1 Out of Scope

There are no out of scope dependencies.

7. Options Appraisal

7.1 Option 1 – Do Nothing

Description	The disused huts would not be removed and they would continue to degrade health and safety risks would increase.
Expected Costs	£0
Expected Benefits	<p>Benefit</p> <ul style="list-style-type: none">- Avoids any disruption to school operation <p>Disbenefit</p> <ul style="list-style-type: none">- The huts would remain in place, continue to deteriorate, pose a H&S risk and there would be no opportunity to use available funding to make other improvements to the outdoor space.
Risks Specific to this Option	None identified
Advantages & Disadvantages	<p>Advantage</p> <ul style="list-style-type: none">- No cost- <p>Disadvantage – no opportunity to provide improved facilities</p>
	Viable but would not meet project objectives
Other Points	No other points identified.

7.2 Option 2 – Remove temporary units only

Description	The disused huts would be removed and the ground they are sitting on would be made good but the result would be a patchwork of surfaces in various conditions ranging from good to very poor.
Expected Costs	£170,000
Expected Benefits	<p>Benefit</p> <ul style="list-style-type: none">- The removal of a potential H&S issue.- Increased playground area. <p>Disbenefit</p> <ul style="list-style-type: none">- The opportunity to use the funds needed to make good the ground where the huts are located to contribute to improvement of the outdoor space, in line with the wider programme of improvements that the school are working to deliver, would be lost.

Risks Specific to this Option	None identified
Advantages & Disadvantages	<p>Advantage</p> <ul style="list-style-type: none"> - Low cost - Can be delivered within the time constraints of working around school holiday periods <p>Disadvantage – no opportunity to provide improved facilities.</p>
Viability	Viable but would not meet project objectives.
Other Points	No other points identified.

7.3 Option 3 - Grounds improvements without covered dining area	
Description	<p>Deliver improvements to meet the objectives of the project through the following.</p> <ul style="list-style-type: none"> - Remove the disused temporary units and make good and resurface the areas of the playground affected. - Install the food pod and a platform for a covered dining area. - Create an access from the playground to the playing field that incorporates spectator seating for the all weather pitch. - Replace all the damaged fencing around the site and install/replace gates to create a secure site. - Install new MUGA. - Improvements to the field including drainage around the all weather pitch and the installation of an outdoor classroom.
Expected Costs	£1,370,000

Expected Benefits	<p>Benefits</p> <ul style="list-style-type: none"> - Outdoor learning and teaching opportunities would be increased with the provision of new facilities including an outdoor classroom a multiuse games area and an outdoor dining/ teaching facility. - Existing facilities would be made more useable by improving the drainage to the sports field reducing or eliminating how often they are unable to be used due to flooding. - Dining capacity would be increased with the provision of an outdoor dining with a food pod servery. - Fire evacuation would no longer involve users having to leave site to reach muster points. - The playground would be able to be secured, - Helps to be prepared for the incoming Protect Duty (Martyns Law). <p>Disbenefits</p> <ul style="list-style-type: none"> - Some possible disruption to the school whilst works are undertaken and the need to suspend external lets on the pitches for the duration of the works.
Risks Specific to this Option	<p>Risk</p> <p>The existing retaining wall is assumed to be sound but it will not be possible to ascertain this until the existing stairwell is removed.</p>
Advantages & Disadvantages	<p>Advantages</p> <ul style="list-style-type: none"> - Can be delivered within the time constraints of working around school holiday periods. <p>Disadvantages</p> <ul style="list-style-type: none"> - Involves capital expenditure. - Does not meet the objective of providing covered outdoor area
Viability	<p>This option is viable and within the allocated indicative budget.</p>
Other Points	<p>Timeline</p> <ul style="list-style-type: none"> - The project would be delivered during the school summer holiday periods. <p>Constraints/ Dependencies</p> <ul style="list-style-type: none"> - The start date will be dependent on the existing temporary units being removed.

7.4 Option 4 – Grounds improvements with covered dining

Description	<p>Deliver improvements to meet the objectives of the project through the following.</p> <ul style="list-style-type: none"> - Remove the disused temporary units and make good and resurface the areas of the playground affected. - Install the food pod and a covered dining area. - Create an access from the playground to the playing field that incorporates spectator seating for the all weather pitch. - Replace all the damaged fencing around the site and install/replace gates to create a secure site. - Install new MUGA. - Improvements to the field including drainage around the all weather pitch and the installation of an outdoor classroom, paths and growing area.
Expected Costs	<p>£1,997,000</p>
Expected Benefits	<p>Benefits</p> <ul style="list-style-type: none"> - Outdoor learning and teaching opportunities would be increased with the provision of new facilities including an outdoor classroom a multiuse games area and a covered outdoor dining/ teaching facility. - Existing facilities would be made more useable by improving the drainage to the sports field reducing or eliminating how often they are unable to be used due to flooding. - Dining capacity would be increased with the provision of covered outdoor dining with a food pod servery. - Fire evacuation would no longer involve users having to leave site to reach muster points. - The playground would be able to be secured. - Helps to be prepared for the incoming Protect Duty - (Martyns Law). <p>Disbenefits</p> <ul style="list-style-type: none"> - Some possible disruption to the school whilst works are undertaken and the need to suspend external lets on the pitches for the duration of the works. - Involves apital expenditure.
Risks Specific to this Option	<p>Risk</p> <p>The existing retaining wall is assumed to be sound but it will not be possible to ascertain this until the existing stairwell is removed.</p>

Advantages & Disadvantages	<p>Advantages</p> <ul style="list-style-type: none"> - Can be delivered within the time constraints of working around school holiday periods. <p>Disadvantages</p> <ul style="list-style-type: none"> - None
Viability	<p>This option is viable and within the allocated indicative budget.</p>
Other Points	<p>Timeline</p> <ul style="list-style-type: none"> - The project would be delivered during the school summer holiday periods. <p>Constraints/ Dependencies</p> <ul style="list-style-type: none"> - The start date will be dependent on the existing temporary units being removed.

7.5 Scoring of Options Against Objectives

Objectives	Options Scoring Against Objectives							
	1	2	3	4				
To remove the disused units and the H&S risks associated with them and improve the outdoor environment.	0	3	3	3				
To create new outdoor facilities including multi use games area (MUGA).	0	0	3	3				
To provide a covered outside dining and outdoor learning facility.	0	0	0	3				
To create a connection between the school grounds and the sports field and improve access and drainage for the installation of a MUGA.	0	0	3	3				
To enable the perimeter of the school grounds to be secured during the school day.	0	0	3	3				
To create an outside classroom/ learning zone.	0	0	3	3				
To improve fire evacuation routes.	0	0	3	3				
Is affordable within available budget.	3	3	3	3				
	0	0	0	0				
	0	0	0	0				
Total	3	6	21	24				
(use F9 function key on each total to add the numbers in the column <highlight 0 in Total column before pressing to update>)								
Ranking	4	3	2	1				

Scoring

Fully Delivers = 3
Mostly Delivers = 2
Delivers to a Limited Extent = 1
Does not Deliver = 0
Will have a negative impact on objective = -1

7.6 Recommendation

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

- Investment Appraisal
- Assumptions
- Constraints
- Dependencies

Option 4 is within the indicative budget allocated to the project and delivers all of the project objectives.

Making these improvements to the grounds of the school would improve the outdoor environment for pupils and increase the range of outdoor facilities available by providing:

- a covered outside dining area that can be used for teaching and as a pupil social space;
- an outside classroom; and
- additional and improved sports facilities.

The H&S risks associated with the disused units would be removed.

The security issues faced by the school in keeping pupils safe during the school day would be addressed.

Fire evacuation procedures would be simplified with direct access to the muster points without having to leave the school grounds.

Helps to be prepared for the incoming Protect Duty - (Martyns Law).

8. Benefits

8.1 Customer Benefits

Benefit	Measures	Source	Baseline	Expected Benefit	Expected Date	Measure Frequency
Improved playground environment	Pupil feedback	School	General lack of facilities	Increased facilities	Aug 25	Once on completion of project
Increased dining facilities and new outdoor teaching and social space	Additional capacity	School	Current facilities	Additional capacity for 80 + pupils	Aug 25	Once on completion of project
New and improved sports facilities	Additional capacity	School	Current facilities	Increased facilities	Aug 25	Once on completion of project
Improved access to sports field	New stair access direct from the playground	School	No access	Access	Aug 25	Once on completion of project
New outdoor classroom/ learning facility	Dedicated facility created	School	Current facilities	Able to be secured	Aug 25	Once on completion of project
Improved playground/ school site security	Able to lock down the perimeter to prevent unauthorised access to the site during the school day	School	Not fully secure	Able to be secured	Aug 25	Once on completion of project

Improved fire evacuation procedure with no need to leave the site to reach muster points	Revised evacuation plan	School	Involves leaving site	No need to leave site	Aug 25	Once on completion of project
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9. Costs

Use the tables below to provide cost information. Costs must include capital investment and where relevant any ongoing revenue costs incurred by the project or as a result of the project.

The source/basis of any estimates should be clearly identified.

Refer to the Government Green Book and the Supplementary Guidance on Optimism Bias for information on determining costs. Outline any assumptions in estimating costs in Section 17, **and** confirm in the Checklist that you have followed this guidance.

[Green Book Supplementary Guidance Optimism Bias](#)

[The Green Book 2022 \(HM Treasury Guidance\)](#)

To improve the design development process for capital projects there is a need to consider full life cycle costs, including maintenance. Therefore, costs should be considered at least over a 5-year period. It is an estimate of the resources and capabilities (people, physical resources, and funding) needed to deliver the project and sustain the benefits. The estimates need to cover both the direct project costs and the ongoing (business as usual) costs for the lifetime over which the benefits are to be considered.

Include information on where the budget will come from.

Full costs breakdown to be included.

Any impact on business as usual or service delivery.

9.1 Project Capital Expenditure & Income

(£'000)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
Construction Costs (including corporate fees)	800	1270	70	0	0	0	0	0	0	0	2070

Sub-Total	800	1270	0	0	0	0	0	0	0	0	2070
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9.2 Project Revenue Expenditure & Income											
(£'000)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
Staffing Resources	0	0	0	0	0	0	0	0	0	0	0
None											
Non-Staffing Resources	0	0	0	0	0	0	0	0	0	0	0
None											
Revenue Receipts and Grants	0	0	0	0	0	0	0	0	0	0	0
None											
Sub-Total	0	0	0	0	0	0	0	0	0	0	0

9.3 Post- Project Capital Expenditure & Income											
(£'000)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
Staffing Resources	0	0	0	0	0	0	0	0	0	0	0
None											
Construction Costs	0	0	0	0	0	0	0	0	0	0	0
None											
Sub-Total	0	0	0	0	0	0	0	0	0	0	0

9.4 Post- Project Revenue Expenditure & Income											
(£'000)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
Non-Staffing Resources											
Grounds maintenance – new MUGA pitch	0	0	3	3	3	3	3.5	3.5	3.5	4	25.5

Lets income from new MUGA pitch / improved all weather pitch	0	-8	-8	-8.5	-9	-9.5	-10	-10.5	-11	-11.5	-86
Sub-Total	0	-8	-5	-5.5	-6	-6.5	-6.5	-7	-7.5	-7.5	-60.5

10. Key Risks	
Description	Mitigation
Not getting a tender within budget or a tender at all	Feasibility study undertaken including topographical survey to identify any ground level issues and inform prospective contractors from submitting a tender.
The retaining wall between the playground and the sports field is assumed to be sound but this will only be confirmed when the existing disused stair is removed.	Contingency budget included in cost estimate.
Project takes longer than Summer holiday period.	The affected area will be made secure with herras fencing whilst works are completed. The school will be involved in all discussions around scheduling to avoid impact on service delivery.

11. Procurement Approach
These will be investigated further at full business case stage when a procurement strategy will be prepared.

12. Time
12.1 Time Constraints & Aspirations
The window of the school holidays is a time constraint.

12.2 Key Milestones	
Description	Target Date
Scope of work ready to for tender	May 2024
Contractor appointed	January 2025
Work started	January 2025
Contract completion	August 2025

13. Governance		
Role	Name	Service
Project Sponsor	Stephen Booth	Corporate Landlord
Project Manager	Colin Kemp	Design Team/ Capital
Asset and Estate Manager	Sharon McNutt	Corporate Landlord

14. Resources			
Task	Responsible Service/Team	Start Date	End Date
Asset and Estate Manager	Corporate Landlord	June 23	Sept 25
Project Manager	Design Team/ Capital	April 24	Sept 25

15. Environmental Management		
<p>The introduction of planted areas will enhance the visual appeal of the playground space and add biodiversity to the site.</p> <p>The loss of green space from installing the MUGA will be mitigated by the landscaped areas being incorporated into the design.</p> <p>The project with SRUC will improve the biodiversity of the field with native planting and growing areas for food cultivation.</p> <p>The disposal of contaminated waste from the huts on site which contain asbestos.</p>		
Is a Buildings Checklist being completed for this project?	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If No, what is the reason for this?		
Not required		

16. Preserving Our Heritage

No impact identified

17. Stakeholders

Pupils, staff, parents and carers, local residents and elected members.

18. Assumptions

None

19. Dependencies

The existing temporary units will need to be removed before the playground works can begin.
Planning permission may be required for any new structures.
Building warrant will be required.

20. Constraints

Time constraints around the implementation of works to the school playground having to be undertaken during the summer holiday period.
The removal of the temporary units will have to happen before the playground works can begin.

21. ICT Hardware, Software or Network infrastructure		
Description of change to Hardware, Software or Network Infrastructure	Approval Required?	Date Approval Received
N/A		

22. Change Controls Issued by the Project			
Date	Change Ref ID	Approval Route	Change Description

23. Support Services Consulted
<p>The minimum consultation period for Outline/Full Business Cases is 10 working days unless the Programme Board Chair agrees there are exceptional circumstances that require a shorter turnaround time.</p> <p>Note:</p> <ul style="list-style-type: none"> It is mandatory for Capital projects to consult with the full list below. If any services are not consulted, this should be indicated in the Comments section, along with the reason why. All comments received should also be noted, or reasons given for discounting them. It is a legal requirement for the Council to carry out an Equality and Human Rights Impact Assessment (EHRIA) to evaluate the impact our decisions have on our customers.

Note: There is a copy and paste version of the consultation list below which you can use for circulating your Business Case – [Support Services Consulted Circulation List](#)

Service	Consultee	Comments	Date
Corporate Landlord	Andrew Jones, Service Manager alareid@aberdeencity.gov.uk		
Communications	David Ewen, Communication & Marketing Manager DaEwen@aberdeencity.gov.uk		
Design – Public Buildings	Ian Flett, Senior Architect laFlett@aberdeencity.gov.uk		
Education	Shona Milne smilne@aberdeencity.gov.uk		

Service	Consultee	Comments	Date
Emergency Planning Officer	Fiona Mann FioMann@aberdeencity.gov.uk		
Finance	Scott Paterson, Finance Partner spaterson@aberdeencity.gov.uk		
Governance	Chief Officer, Governance jelawson@aberdeencity.gov.uk		
Grounds Maintenance	Steven Shaw, Environmental Manager stevens@aberdeencity.gov.uk		
HR	Linsey Blackhurst, People & OD lblackhurst@aberdeencity.gov.uk		
ICT – Digital & Technology	Steve Robertson, Digital & Transformation Manager sterobertson@aberdeencity.gov.uk		
Legal	Elena Plews EPlews@aberdeencity.gov.uk		
Legal	Fiona Closs FCloss@aberdeencity.gov.uk		
Legal (Commercial & Procurement)	Michele Pittendreigh, Team Leader MPittendreigh@aberdeencity.gov.uk		
Legal (Property)	Ross Campbell roscampbell@aberdeencity.gov.uk		
Operations	Chief Officer, Operations and Protective Services mareilly@aberdeencity.gov.uk		
Operations (Facilities)	Andy Campbell, Facilities Manager AnCampbell@aberdeencity.gov.uk		
Place	Chief Officer, Strategic Place Planning DDunne@aberdeencity.gov.uk		
Place	Chief Officer, City Growth		
PMO	PMO Programme Manager RMacTaggart@aberdeencity.gov.uk		
Procurement	Gillian Ross giross@aberdeencity.gov.uk		
Resources	Chief Officer, Finance jbelford@aberdeencity.gov.uk		
Resources	Chief Officer, Corporate Landlord stbooth@aberdeencity.gov.uk		
Roads Management	Stuart Allan, Team Leader Technical StuAllan@aberdeencity.gov.uk Vycki Ritson, Team Leader Engineering vritson@aberdeencity.gov.uk		
Roads Projects	Alan McKay, Team Leader AlanMcKay@aberdeencity.gov.uk		

You can attach a link to your document to the list above but will need to attach **a copy of your document** to the consultees below as the link function doesn't work for generic addresses:

Service	Consultee	Comments	Date
Climate & Environment Policy	EPConsultations@aberdeencity.gov.uk		
Equalities	Baldeep McGarry/ Faiza Nacef equality_and_diversity@aberdeencity.gov.uk		
Estates	Property Estates Manager Estates@aberdeencity.gov.uk		
Planning	Local Development Plan Team LDP@aberdeencity.gov.uk Development Management PI@aberdeencity.gov.uk		
Transportation Strategy and Programmes	transportstrategy@aberdeencity.gov.uk		

24. Document Revision History			
Version	Reason	By	Date
1	Version 1 – Draft	CK	March 25

25. Decision by Capital Board	Date
* Approved/Not Approved to:	

* Insert approval decision from Capital Board.

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ABERDEEN CITY COUNCIL

COMMITTEE	Education and Children's Services Finance and Resources
DATE	29 April 2025 07 May 2025
EXEMPT	The report is public, but the Appendix is exempt under Paragraph 8: <i>Estimated expenditure on Contracts</i> . The appendix refers to the potential acquisition or supply of goods/services where disclosure to the public of the amount to be spent would be likely to give an advantage to a person or organisation seeking to enter a contract with the Council.
CONFIDENTIAL	No
REPORT TITLE	Victorian Schools Programme: Outline Business Case
REPORT NUMBER	F&C/25/080
EXECUTIVE DIRECTOR	Eleanor Sheppard
CHIEF OFFICER	Stephen Booth
REPORT AUTHOR	Andrew Jones
TERMS OF REFERENCE	ECS: 1.1.1, 1.1.2, 1.2, 1.3 F&R: 1.1, 4.1

1. PURPOSE OF REPORT

- 1.1 This report presents the completed Outline Business Case for the proposed Victorian Schools Programme, detailing options and estimated costs and timescales for improving the suitability of the city's Victorian school buildings.

2. RECOMMENDATIONS

That the Education and Children's Services Committee :-

- 2.1 Notes the preferred option for taking forwards the Victorian Schools programme, as detailed within the Outline Business Case at Appendix A of this report; and:
- 2.2 Instructs the Chief Officer - Corporate Landlord to incorporate the preferred option and programming and cost implications for the Victorian Schools Programme into the development of the School Estate Plan annual update report, to be presented to this Committee in September 2025.

That the Finance and Resources Committee :-

- 2.3 Notes the preferred option(s) for taking forwards the Victorian Schools programme along with the associated costs all as detailed within the Outline Business Case at Appendix A of this report; and

- 2.4 Notes the decision of the Education and Children’s Services Committee on 29th April 2025 to include the programme of work into the School Estate Plan and instruct the Chief Officer - Corporate Landlord to present the costs and programme of works for inclusion in the capital budget setting process for 2026/27.**

3. CURRENT SITUATION

- 3.1 At its meeting on 8 September 2022, the former Education Operational Delivery Committee approved the Council’s School Estate Plan, and instructed the Chief Officer – Corporate Landlord to take forwards a detailed action plan to develop and improve the school estate. This included an instruction for officers to carry out a feasibility study and options appraisal, to improve the suitability, accessibility and capacity levels of Victorian schools within Aberdeen City, and to report back to the Education and Children’s Services Committee with recommendations and estimated costs.
- 3.2 The outline business case, included at Appendix A of this report, sets out the full findings of the feasibility study, and provides an analysis of the options available for improving the suitability of the ten in-scope Victorian school buildings.
- 3.3 The buildings included within the scope of this project are:
- Aberdeen Grammar School
 - Ashley Road School
 - Broomhill School
 - Culter School
 - Gilcomstoun School
 - Kittybrewster School
 - Skene Square School
 - St Joseph’s RC School
 - Sunnybank School
 - Woodside School
- 3.4 Whilst some improvement and reconfiguration works have been undertaken in a number of these buildings over the years since they were built, the overall design and layouts of the buildings continue to present significant challenges for successfully delivering the modern curriculum.
- 3.5 Some of the common suitability challenges affecting many of the schools include: accessibility issues; lack of breakout spaces for small group work and pupil support; limited space for outdoor learning; lack of space for dining and PE provision; and inadequate toilet facilities. In addition, several schools are at or already exceed their available pupil capacity, and space within the school sites for extending the buildings is severely limited.
- 3.6 The outline business case seeks to provide opportunities to address these challenges, along with others which are more specific to each school building,

so that their overall suitability for curriculum delivery can be improved, and so that any issues with lack of capacity can be resolved. Where possible, opportunities to improve elements of the condition of the building have also been included, such as improvements to heating and ventilation systems, and the replacement of obsolete light fittings.

Other Victorian Schools

3.7 The Victorian school buildings in Aberdeen City which are outwith the scope of the project are:

- Harlaw Academy, Ferryhill School and St Peter's RC School - separate capital projects are currently under way to make improvements to the suitability of these buildings.
- Hanover Street School - whilst this is a Victorian school building, it was extensively refurbished in 2009, and as a result each element of the school's suitability has been scored at either A (Good) or B (Satisfactory). No further significant suitability improvements are required for Hanover Street School at this time.

Feasibility Study and Stakeholder Engagement

3.8 A feasibility study was undertaken between January and October 2024. Officers and specialist consultants visited each school site to assess current building layout, the way in which spaces are used, and to consider opportunities for reconfiguring and/or extending spaces to improve their functionality and suitability.

3.9 In tandem with the feasibility study, a stakeholder engagement exercise was undertaken, in which parents, pupils, staff and the wider communities associated with each of the schools were invited to review the brief for the feasibility study, and to provide their comments and feedback on what they felt to be the priorities for improvement for their school building.

3.10 Information gathered from the site visits and from the stakeholder engagement was then used to produce sketch designs for a range of potential options for each building, and estimated costs were obtained. The individual options for each school are described in the outline business case at Appendix A.

Programming Constraints

3.11 Given the scale and complexity of this programme, and the nature of the works which would require to be undertaken across multiple school buildings, consideration needs to be given to how best to programme the works, to help ensure that the necessary improvements to school buildings can be made, whilst also minimising disruption to learning and teaching.

3.12 Each individual school project would require significant construction work to be undertaken on site, much of which would require pupils and staff to be displaced from parts of their building, or the entire school site, until the works are

completed, which for a number of the schools would be for many months. This would require temporary classroom accommodation to be provided, or in most cases an alternative school building to be made available, for decanting pupils and staff whilst the work is carried out.

- 3.13 If the decision is taken to proceed with the Victorian Schools programme, it is proposed that the former Walker Road School building (to which pupils and staff at Ferryhill School are due to be temporarily relocated later this year prior to the refurbishment of the Ferryhill building) is retained for use as a decant building to support the Victorian Schools programme. This would provide an alternative building for schools to be relocated to, whilst the refurbishment of their buildings is carried out.
- 3.14 The Walker Road building would only become available after the Ferryhill School refurbishment is completed, and following this it would only be possible to decant one school at a time to it, so any projects requiring a decant would need to be run consecutively, so that the Walker Road building can be used to support each of them.
- 3.15 Consideration would also need to be given to the capacity of Corporate Landlord and Capital teams to deliver the programme, which would involve an extensive amount of work over an extended period of time. This would be an additional resource commitment, over and above that required for the delivery of the Council's existing priorities for developing other parts of the school estate, which are set out within the School Estate Plan . Current team capacity within the Corporate Landlord cluster is limited, and relying on existing staffing capacity alone would further extend the length of time required to fully deliver the programme. The appointment of an additional project manager within the Corporate Landlord team would help to increase the capacity of the team and ensure the programme can be delivered in a shorter period of time. Salary costs for an additional project manager have therefore been included within the costs section of the outline business case.
- 3.16 It should also be noted that the availability of contractors to undertake works in each of the schools may limit the potential for any projects to be run concurrently, and this would also have an impact on the timescales for delivery of the programme.
- 3.17 Taking all of the above points into consideration, it is proposed that the recommended improvements to the Victorian School buildings are programmed over an extended period of up to fifteen years, with works to the buildings deemed to be highest priority for improvement being undertaken first.
- 3.18 The scheduling of individual projects within the programme would be reviewed on an annual basis, with updates on the anticipated timescales for project delivery, and any recommendations for changes to the programme, being reported for Committee consideration through the annual School Estate Plan update report. This would allow for some flexibility in the delivery of this long term programme, for example to account for any future emerging priorities for other parts of the school estate which may need to be dealt with during the

same time period, and it will provide an opportunity to take advantage of any external funding streams made available over the lifetime of the programme.

- 3.19 An indicative high level programme, which reflects the above considerations, is set out within the outline business case at Appendix A.

4. FINANCIAL IMPLICATIONS

- 4.1 The approved capital programme, agreed by Council on 5th March 2025, includes an initial allocation of £2.4m for the Victorian Schools programme, with £400k allocated for 2025/26, and a further £1m in 2028/29 and in 2029/30.
- 4.2 The estimated capital costs for making the necessary improvements to the Victorian schools, which are set out within the outline business case, far exceed this initial allocation, and if a decision was taken to proceed with the Victorian Schools Programme, a significant re-prioritisation of the capital programme, over an extended period of time, would be required to fund it, alongside accessing any external funding streams made available in the future. Members should note that the costs presented in the outline business case are indicative of the Victorian Schools Programme taking 15 years to deliver, and that shortening or lengthening the delivery of the programme will either reduce (in the case of a shortened programme) or increase costs, due to the impact of annual inflation increases, which have been accounted for within the estimated costs.
- 4.3 The outline business case also sets out additional revenue costs associated with the programme, with one-off revenue costs over the life of the programme estimated at £14m, to cover project management, decant and transport to alternative premises, and the hire of temporary classroom accommodation for the duration of construction works. In addition, with some projects adding additional floorspace to school buildings to provide extra capacity, higher running costs for those buildings are anticipated, and this would require an overall uplift to annual revenue budgets of up to £590k. There is currently no provision within the Council's revenue budgets to cover these costs.
- 4.4 Given that the Victorian Schools Programme would require significant capital and revenue funding for which budgets have not yet been identified, it is recommended that, should Members be minded to proceed with making improvements to the Victorian schools, then the programming and cost implications of that decision should be incorporated within the School Estate Plan update report, due to be presented to the Education and Children's Services Committee in September 2025. Officers will also continue to be alert to funding opportunities that may help support delivery of the programme.
- 4.5 This would allow for the programme to be fully considered alongside other new priorities which may be identified in the School Estate Plan update, and in turn would allow for a comprehensive overview of plans for the school estate and their financial implications to be included within the budget setting process for 2026/27.

5. LEGAL IMPLICATIONS

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

6. ENVIRONMENTAL IMPLICATIONS

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

7. RISK

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H) *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
Strategic Risk	No significant risks identified			
Compliance	Failure to plan effectively for the Victorian schools leading to the Council being unable to fulfil its duty to make adequate and efficient education provision	The recommended option as set out within the business case would help to ensure that adequate and efficient provision will be available at the Victorian schools for the	L	Yes

		foreseeable future		
Operational	The preferred option doesn't meet the needs of building users	Building users will be consulted and engaged with throughout the design development to ensure their views and requirements are highlighted	L	Yes
Financial	Inability to deliver the Council's desired outcomes within the available budget	The recommendation to refer cost implications alongside those of other school estate priorities to the annual budget setting process will provide an opportunity for an appropriate budget to be identified. Officers would then work with cost consultants and designers during design development stage.	L	Yes
Reputational	Failure to engage with stakeholders on the planned changes to the schools could lead to reputational damage for the Council.	Ongoing dialogue and engagement with staff, parents and pupils would continue throughout each project.	L	Yes
Environment / Climate	Impact from school transport emissions resulting from decants to other buildings, and concurrent operation of buildings, may result in short term fluctuations in emissions.	Officers will work with environmental planning colleagues at the planning stage to identify opportunities to mitigate any short term negative impacts	M	Yes

8. OUTCOMES

Council Delivery Plan 2024	
	Impact of Report
Aberdeen City Council Policy Statement <u>Working in Partnership for Aberdeen</u>	<p>The recommendations within this report support the delivery of the following policy statements:</p> <p>A City of Opportunity</p> <p>Policy Statement 2 - Review and invest in our school estate, ensuring all of Aberdeen's schools are fit for the educational needs and the challenges of the 21st century. The report presents options for making improvements to the city's Victorian school buildings.</p>
<u>Local Outcome Improvement Plan 2016-2026</u>	
Prosperous People Stretch Outcomes	Prosperous People: The project will support Stretch Outcome 8 in the LOIP - <i>Childfriendly city where all decisions which impact children and young people will be informed by them by 2026</i> . Ongoing stakeholder engagement will help ensure that the views of children and young people will be taken into account.
Prosperous Place Stretch Outcomes	The updated School Estate Plan supports the delivery of Stretch Outcome 16 in the LOIP – 50% of people report they feel able to participate in decisions that help change things for the better by 2026. The proposed improvements to the school site will assist in reducing carbon emissions from the school estate.
Regional and City Strategies	This project forms part of the School Estate Plan which will support the delivery of the Council's Property and Estates Strategy and the Net Zero Routemap for Aberdeen City.

9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	No assessment required. I confirm this has been discussed and agreed with Stephen Booth, Chief Officer Corporate Landlord on 24 March 2025.

Data Protection Impact Assessment	Not required
Other	No other assessments required

10. BACKGROUND PAPERS

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

11. APPENDICES

- 11.1 Exempt Appendix A: Outline Business Case – Victorian Schools Programme

12. REPORT AUTHOR CONTACT DETAILS

Name	Andrew Jones
Title	Service Manager
Email Address	ajones@aberdeencity.gov.uk
Tel	045101

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	7 May 2025
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Asset Transfer Request – Lease of Ground in Westfield Park
REPORT NUMBER	F&C/25/098
EXECUTIVE DIRECTOR	Eleanor Shepherd
CHIEF OFFICER	Stephen Booth
REPORT AUTHOR	Cate Armstrong
TERMS OF REFERENCE	4.1, 4.3 & 4.4

1. PURPOSE OF REPORT

- 1.1 The Purpose of this report is to advise Committee of an asset transfer request received from the Bridge of Don Skatepark Group for an area of ground that encompasses the site of the existing skatepark within Westfield Park.

2. RECOMMENDATIONS

That the Committee: -

- 2.1. Accept the asset transfer request received from the Bridge of Don Skatepark Development Group as outlined in section 3 of the report;
- 2.2 Instruct the Chief Officer - Corporate Landlord to issue a decision letter accepting the request received for the Westfield Park Skate Park and adjacent ground, with any necessary terms and conditions included; and
- 2.3 Instruct the Chief Officer – Governance to conclude missives for the lease of the ground within the Westfield Park incorporating various qualifications as are necessary to protect the Councils interests.

3. CURRENT SITUATION

- 3.1 The Bridge of Don Skatepark Group approached Aberdeen City Council with a proposal to provide an extension to the existing Skate Park within Westfield Park.
- 3.2 At the time they were a voluntary group, who had joined forces with the aim of upgrading and extending the existing skatepark within Westfield Park, Bridge of Don.

- 3.3 In 2023 the Group successfully applied to Aberdeen Common Good Fund and the Health Improvement Fund for grants to allow them to instruct a Feasibility Study for their project.
- 3.4 The Feasibility Study (Appendix 1) came back with a number of recommendations: -
- That Bridge of Don Skate Park Group apply to Aberdeen City Council for a 20-year lease of the site at Westfield Park for a peppercorn rent for the upgrading and extension to the existing Council owned concrete skate park (as outlined on the site map in section 2.1).
 - That if the outcome of the feasibility study is supported by the community, the Group should prepare a tender specification and advertise for a design and build contract on Public Contracts Scotland.
 - That improved and additional floodlighting be included in the design and build specification.
 - That on receipt of tenders Bridge of Don Skate Park Group carry out a tender evaluation exercise to select a preferred contractor.
 - That once a preferred design has been chosen that this is submitted as part of a full Planning Application to Aberdeen City Council.
 - That Bridge of Don Skate Park Group continue to fundraise towards Third Party Contributions required for any applications to the Scottish Landfill Communities Fund.
 - That the Group considers appointing a Project Manager on a fixed term arrangement to assist with capital funding applications, procurement, and contractor management until the completion of the project.
 - That Bridge of Don Skate Park Group continues to keep the community informed of the progress of the project through social media channels.
- 3.5 The group subsequently registered as the Bridge of Don Skate Park Development SCIO and submitted a community asset transfer application to request the lease of the ground, which includes the existing skate park, extending to circa 525 sq.m., and a total leased area of circa 1000sq.m. under a lease for a rent of £1 per annum. The Plan below shows the area the group have requested outline in yellow.



3.6 The group's vision is to create a space for all ages and abilities to use, to refurbish the current area making it a safer usable space and to provide an entertaining and fun recreational space for years to come. The full proposal information is provided in the Feasibility Study as noted above and the Application document available on the website, via the link provided [CAT website](#)

3.7 The Terms and Conditions attached to the lease requested that the Council:

- empty the litter bins close by the facility
- maintain the grass area around the skate park
- pay for the electricity for the lights around the skate park

It does not seem unreasonable that the Council be asked to continue to empty litter bins and maintain the wider, surrounding area. With regards to the lighting, it was thought that this would need to be discussed further once the details of the design and construction, i.e. will there be a new connection for the lighting or will it be connected to an existing supply. However, the feasibility study does reference how they could manage / fund this aspect of the project if the Council were not in a position to agree to these terms. (Appendix 1, section 8.4 & 12.3)

3.8 The full application documents submitted for the asset transfer are available on the Council's Community Asset Transfer webpage under new requests; [ATR - Westfield Park](#).

3.9 As part of the Community Asset Transfer process all transfer requests must be made available for the local and wider community to view to enable the community to submit their representations regarding the proposed Community Asset Transfer. The Asset Transfer request was publicised at the existing Westfield Park Skate Park and on the Aberdeen City Council website; no

representations were received. However there are 34 letters of support included in the feasibility study from school pupils and other across the Bridge of Don area.

- 3.10 When reviewing the application, the panel are required to assess whether the benefits of the asset transfer request are; greater or less than the benefits of an alternative proposal. An alternative proposal may be another asset transfer, or another proposal made by the Council. The price offered for the transfer should also be considered alongside the non-financial benefits. Consideration of what outcomes could be achieved with any profits or savings that might be made, or what impact any financial loss might have, compared with the benefits offered by each of the different community proposals or any alternative proposals.
- 3.11 In assessing the benefits of the transfer request the panel had to consider whether agreeing to it would be likely to promote or improve:
- Economic development
 - Regeneration
 - Public health
 - Social wellbeing
 - Environmental wellbeing or
 - Reduce inequalities of outcome which result from socio-economic disadvantage
- 3.12 Consideration is also given to the impact that the request and the proposed services will have on the Council and the services it provides to determine if there will be an overlap with existing services or any positive or negative effect on the Council's Services.
- 3.13 The panel discussed the community transfer body responses to the information asked in the application form during the evaluation assessment and the panel came to a consensus as to the appropriate score to award for each response.
- 3.14 The panel felt the group's application provided a full and comprehensive picture of their proposal, which was likely to provide significant benefits to the community. The information provided about the proposed development was detailed and extensive.
- 3.15 This asset transfer request asks that the group be allowed to lease the site so that the group can look to secure funding for an extension and upgrade of the existing skatepark, which was built in 2005. Given the request is the lease of an area of open space within the Westfield Park it is deemed to be of low risk to the Council, as the provision of new outdoor facility within the park with no capital outlay from would be a positive outcome for the Council.
- 3.16 The proposal was considered to be clearly thought out and explained, and the feasibility study showed there was significant support, within both wheeled sport community and the wider geographic area for the proposed upgrade and expansion of the existing skate park.

- 3.17 It was considered that the benefits provided by the provision of the new and extended skate park would be positive for the economic development of the area as the new attraction would encourage wheeled sport enthusiasts into the park and wider area which could be expected to increase footfall within the local shops and businesses. It would also encourage a healthier lifestyle and social wellbeing by promoting outdoor physical activity.
- 3.18 There may be some detrimental impact to the environmental wellbeing due to the nature of the project; i.e. the formation of a concrete skatepark within the Westfield Park. The water run-off from the skatepark could cause soil erosion issues, however the extension is a relatively small area of concrete within a large green space, and consideration of any foreseeable issues can be discussed during the design process.
- 3.19 The floodlighting, may also cause detrimental issues, this aspect of the project would be subject to controls, as are all outdoor activities that are played under floodlights.
- 3.20 The group have requested that the Council continue maintenance works that they currently undertake, however they have given consideration to how they would cover the tasks and associated costs if this were not agreed too.
- 3.21 The evaluation panel felt this was a well thought out project which scored 17.7 out of 24, and should be recommended for acceptance as per the Heads of Terms attached (Appendix 2).

4. FINANCIAL IMPLICATIONS

- 4.1 The applicant has requested a 20-year lease of the existing Skate Park and adjacent ground for £1.00p.a. The ground requested is not commercial ground can only be developed for leisure activities. If the group do not manage to raise sufficient funding the project could not progress, and the lease would be irritated, with no significant financial implication for the Council.
- 4.2 The skatepark extension project has an indicative cost of circa £300,000. The Council have not been asked to contribute to cost of the project directly as part of the Community Asset Transfer request. The project may prove eligible to apply through the Place Based Investment Programmes should new programme funding be confirmed for 2025/26.

5. LEGAL IMPLICATIONS

- 5.1 In the terms of Section 82 of the Community Empowerment (Scotland) Act 2015, the Council must agree to the request unless there are reasonable ground for refusing it.

6. ENVIRONMENTAL IMPLICATIONS

- 6.1 The extension of a concrete skatepark, will have a significant environmental impact due to the carbon-intensive production of cement and the non-biodegradable nature of the materials used. However, this can be mitigated

sustainable practices like using recycled materials and incorporating green spaces.

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	If the recommendation is not approved the Council could be subject to a request for review and / or an appeal to the Scottish Ministers.	Approve the recommendation for the asset transfer request	L	Yes
Operational	ACC have been asked to continue existing maintenance responsibilities.	The Council could refuse to accept the T&C's proposed by the group but would then be open to the review / appeal process.	L	Yes
Financial	The Council have been asked to cover the power charges for the floodlighting	The Council could refuse to accept this condition; or could discuss the alternative options mentioned in the application i.e. pay-as-you-go lighting	L	Yes
Reputational	If the recommendation is refused this well supported community project would not go ahead. Potentially impacting the Council's reputation.	Approve the recommendation	L	Yes

Environment / Climate	The use of concrete will have a negative environmental impact.	This is mitigated by the extension being a comparatively small area of concrete within a larger green open space close to an area of trees, therefore water runoff is unlikely to cause a significant problem.	L	Yes
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8. OUTCOMES

<u>Council Delivery Plan 2024</u>	
Aberdeen City Council Policy Statement	Impact of Report
<u>Working in Partnership for Aberdeen</u>	<p>The proposals within this report support the delivery of the following aspect of the policy statement:-</p> <ul style="list-style-type: none"> Continue to maintain existing playparks and invest in new equipment and other measures that meet and develop personal and social need of the young person.
<u>Local Outcome Improvement Plan 2016-2026</u>	
Prosperous People Stretch Outcomes	The proposals within this report support the delivery of all Children & Young People Stretch Outcomes 4 & 5 in the LOIP. The paper seeks approval for expansion and upgrade of the existing skatepark within Westfield Park. This will be available to all families providing an open-air facility for wheeled sports, which will be accessible for people with disabilities.
Prosperous Place Stretch Outcomes	The proposals within this report support the delivery of LOIP Stretch Outcome 14: Supporting different ways for active travel in everyday journeys, using partners and volunteers to address safety, infrastructure, fitness, wellbeing and confidence. As the new facility will encourage more users into using personal wheeled transport/
Community Empowerment Stretch Outcomes	<p>The proposals within this report support the delivery of LOIP Stretch Outcome 16 – 50% of people report they feel able to participate in decisions that help change things for the better by 2026.</p> <p>The paper seeks approval of a community asset transfer request made under the Community Empowerment Legislation. This will help contribute to LOIP Improvement Project Aim 16.1 ‘100% of</p>

	decisions which impact on children and young people are informed by them by 2026.
Regional and City <u>Aberdeen Local Development Plan</u>	<p>Taking forward enhancements to Green Space Network including</p> <ul style="list-style-type: none"> • Through new development • Community-led projects: • Projects led by ACC in consultation with Communities • Forestry Design Plans. <p>Other examples discussed in more detail in Appendix 1.</p>

9. IMPACT ASSESSMENTS

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

10. BACKGROUND PAPERS

None

11. APPENDICES

- 11.1 Appendix 1 – Bridge of Don Skatepark Development Group Feasibility Study
Appendix 2 – Proposed Head of Terms

12. REPORT AUTHOR CONTACT DETAILS

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



Bridge of Don Skate Park

Feasibility Study

Alan Jones Associates
August 2023

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1 Executive Summary & Recommendations

Bridge of Don Skate Park Group was set up as a voluntary group with the aim of leasing and upgrading the existing skate park in Westfield Park, Bridge of Don providing a new modern skate park that meets the wheeled sports needs of Bridge of Don and surrounding communities.

The current Skatepark is inadequate for meeting the needs of 21st century skate boarders and wheeled sports enthusiasts.

In 2023 the Group successfully applied to Aberdeen Common Good Fund and the Health Improvement Fund for grants for a Feasibility Study and the following report outlines the viability and feasibility for taking the project forward.

Recommendations

1. It is recommended that Bridge of Don Skate Park Group apply to Aberdeen City Council for a 20-year lease of the site at Westfield Park for a peppercorn rent for the upgrading and extension to the existing Council owned concrete skate park (as outlined on the site map in section 2.1).
2. It is recommended that if the outcome of the feasibility study is supported by the community, the Group should prepare a tender specification and advertise for a design and build contract on Public Contracts Scotland.
3. It is recommended that improved and additional floodlighting be included in the design and build specification.
4. It is recommended that on receipt of tenders Bridge of Don Skate Park Group carry out a tender evaluation exercise to select a preferred contractor.
5. It is recommended that once a preferred design has been chosen that this is submitted as part of a full Planning Application to Aberdeen City Council.
6. It is recommended that Bridge of Don Skate Park Group continue to fundraise towards Third Party Contributions required for any applications to the Scottish Landfill Communities Fund.
7. It is recommended that the Group considers appointing a Project Manager on a fixed term arrangement to assist with capital funding applications, procurement, and contractor management until the completion of the project.
8. It is recommended that Bridge of Don Skate Park Group continues to keep the community informed of the progress of the project through social media channels.

2.1 Project Overview

Bridge of Don Skate Park Group was set up as a voluntary group with the aim of leasing and upgrading the existing skate park in Westfield Park, Bridge of Don providing a new modern skate park that meets the wheeled sports needs of Bridge of Don and surrounding communities.

The map below shows the position of the existing provision, and the outline of the proposed lease site on which the expanded park will be developed.



2.2 Bridge of Don Skate Park Group

Bridge of Don Skate Park Group are a newly formed group of volunteers who are passionate about refurbishing the existing skatepark.

The group's vision is to create a space for all ages and abilities to use, to refurbish the current area making it a safer usable space and to provide an entertaining and fun recreational space for years to come.

The group has undertaken various activities to raise the profile of the project, including the appointment of Alan Jones Associates to undertake this Feasibility Study.

Bridge of Don Skatepark Committee - Biographies:

Chairman:

Kaleb Belka

Kaleb is a British Cycling qualified BMX coach with a lifelong passion for BMXing and passing on the skills he has worked hard to develop to anyone interested. He bought his first bmx at 11 and has been involved in the bmxing scene since. He has worked at Transition Extreme, Aberdeen's indoor skatepark, as a BMX coach and skatepark supervisor, since 2019 where as well as coaching he builds and maintains BMX bikes and enjoys constructing ramps. Kaleb is Bridge of Don born and bred, and although he has spent most of his time in local spaces, he has spent many hours visiting skateparks throughout the UK and abroad.

Secretary:**Glenn Belka**

Glenn is a technical author in the oil and gas industry. He has lived in the Bridge of Don with his wife and two sons for 20 years. A keen cyclist, he enjoys road biking and riding trails in the countryside, and likes hill walking wherever there is a hill. He also spends his spare time doing endless DIY jobs and fixing bikes.

Treasurer:**Holly Elliott**

Holly has lived in Bridge of Don for the last 13 years and is a Mum to two young boys aged 3 and 9. Being a full time Mum Holly has spent many hours at the Skatepark teaching her boys to ride their bikes and scooters on the ramps. Her eldest son has recently bought his first skateboard and is keen to learn the sport.

With her spare time Holly wanted to become involved in the Skatepark development to give back to the community and to be proactive in making the redevelopment of the skatepark a success.

In addition to raising her boys, Holly is a keen weightlifter at her local gym, is a self -taught guitar player and enjoys volunteering as a parent helper at her son's school.

Committee Members:**Neil Taylor:**

Neil has lived in Bridge of Don all his life and has been heavily involved with skateboarding in the local area and the current skatepark for at least the last 15 years. By his own admission, not a natural skateboarder by any means, he has focused for much of that time on the filming, photography, and construction aspects of Skateboarding with a keen interest in the skateboarding community in Aberdeen and around the whole of Scotland.

Working for the past 6 years in engineering as a Workshop Technician for an Oil & Gas inspection company, he has been involved with the local 46th Scout Group in Bridge of Don from a young age and currently runs the Scout section at 1st Stoneywood Scout Group.

With friends who have previously campaigned for various new skatepark developments across Scotland, both successfully and unsuccessfully, he hopes that his small amount of input, enthusiasm and support can help bring Skateboarding & BMX into prominent positive view within the community and facilitate improvements to the local park in which he has spent so many years.

Eddie Przygoda:

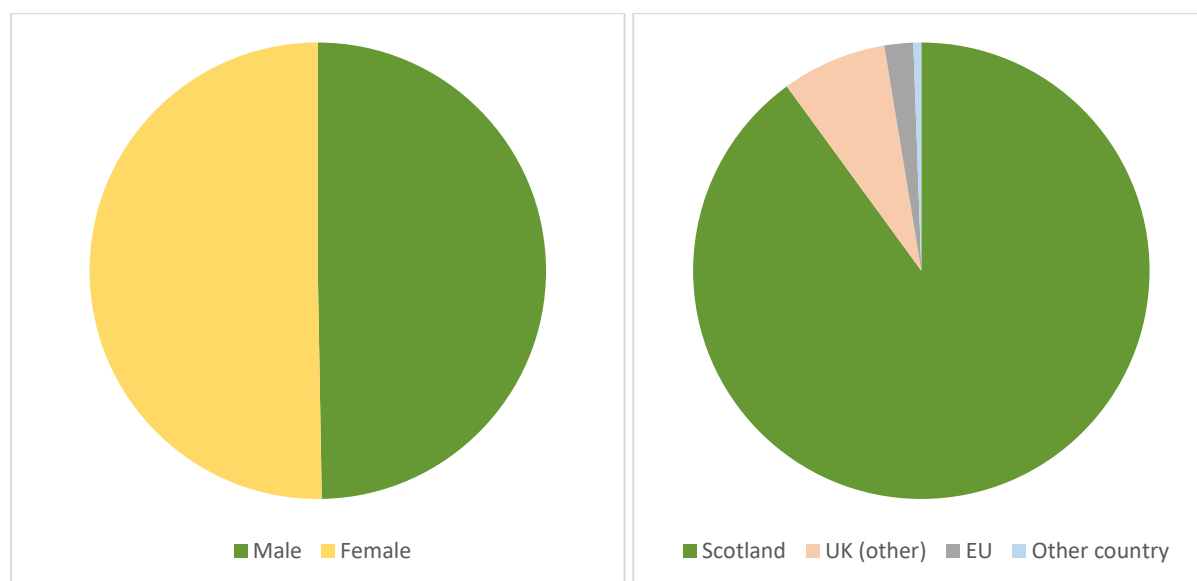
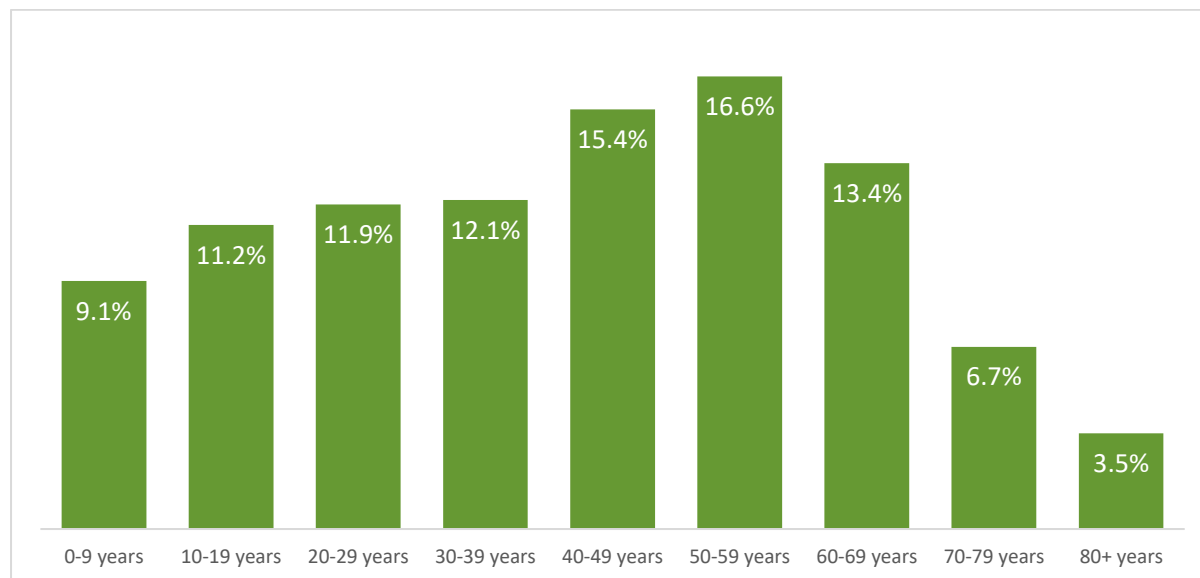
Eddie is an engineer with a passion for skateboarding - it all started at Bridge of Don skatepark in 2006. Since then, he has been heavily involved in the local skate scene, constructing skate spaces, and producing skate films. His passion for engineering has taken him through 2 University degrees and major construction projects within the civil engineering and renewable energy industry. As a volunteer, he is motivated to upgrade Bridge of Don skatepark and promote wheeled sports within the community.

Scott Duncan:

Scott is an Electrician and has lived in Bridge of Don for 29 years. He started skating in 2006 at the Bridge of Don skate park and has been involved in many skate projects, whether it has been building ramps, filming, or helping at local jams. As a volunteer in the Bridge of Don skatepark community, he is very motivated to help get a bigger and better new park for the community.

3.1 Bridge of Don

Bridge of Don is situated in the North of Aberdeen, with a population of approximately 19,000, having grown by around 0.5% over the last ten years. Census and Ward Data provide the following summary of Demographic Breakdown and key details relating to Bridge of Don



3.2 SIMD Assessment

The Scottish Index of Multiple Deprivation (SIMD) is the Scottish Government's official tool for identifying areas of deprivation across Scotland. SIMD2020 is the Scottish Government's sixth edition since 2004.

It is used by the Scottish Government to target resources and policies at small areas and feeds into work looking at inequalities across Scotland. Amongst other local authorities and community planning partnerships, Aberdeen City Council use the SIMD to focus resources as part of their Single Outcome Agreement, as do Health Boards and other public and private organisations.

The following summary of key datazones highlight the areas close to the project site that demonstrate deprivation across one or more indices. Whilst the datazones around Bridge of Don are limited in deprivation, several areas close to the site (towards Aberdeen) have clear evidence of deprivations:



Data Zone	S01006662	S01006666	S01006667	S01006669	S01006672
	Froghall, Powis and Sunnybank	Seaton	Seaton	Seaton	Old Aberdeen
Population	893	1,001	750	965	801
Working Age Population	706	694	528	755	573
Overall Rank	2,481 4 th Decile	973 2 nd Decile	552 1 st Decile	2,723 4 th Decile	2,208 4 th Decile
Income Domain Rank	3,086 5 th Decile	1,033 2 nd Decile	977 2 nd Decile	2,846 5 th Decile	2,246 4 th Decile
Employment Domain Rank	3,344 5 th Decile	956 2 nd Decile	510 1 st Decile	2,137 4 th Decile	3,174 5 th Decile
Health Domain Rank	3,329 5 th Decile	855 2 nd Decile	882 2 nd Decile	2,329 4 th Decile	1,956 3 rd Decile
Education Domain Rank	696 1 st Decile	1,419 3 rd Decile	248 1 st Decile	5,414 8 th Decile	1,013 2 nd Decile
Access Domain Rank	4,426 7 th Decile	4,581 7 th Decile	5,434 8 th Decile	5,240 8 th Decile	6,685 10 th Decile
Crime Domain Rank	1,520 3 rd Decile	629 1 st Decile	274 1 st Decile	991 2 nd Decile	1,474 3 rd Decile
Housing Domain Rank	923 2 nd Decile	603 1 st Decile	350 1 st Decile	611 1 st Decile	321 1 st Decile

Data Zone	S01006673	S01006674	S01006675	S01006676	S01006677
	Aberdeen City	Aberdeen City	Aberdeen City	Aberdeen City	Aberdeen City
Population	862	913	915	734	724
Working Age Population	700	560	629	473	524
Overall Rank	2,373 4 th Decile	1,045 2 nd Decile	1,512 3 rd Decile	1,077 2 nd Decile	753 2 nd Decile
Income Domain Rank	2,404 4 th Decile	1,301 2 nd Decile	1,473 3 rd Decile	1,342 2 nd Decile	1,015 2 nd Decile
Employment Domain Rank	2,557	525	1,785	860	555

	4 th Decile	1 st Decile	3 rd Decile	2 nd Decile	1 st Decile
Health Domain Rank	2,452 4 th Decile	1,678 3 rd Decile	1,924 3 rd Decile	1,355 2 nd Decile	543 1 st Decile
Education Domain Rank	1,924 3 rd Decile	1,585 3 rd Decile	763 2 nd Decile	1,204 2 nd Decile	1,485 3 rd Decile
Access Domain Rank	5,510 8 th Decile	4,409 7 th Decile	4,810 7 th Decile	4,606 7 th Decile	4,486 7 th Decile
Crime Domain Rank	1,249 2 nd Decile	1,375 2 nd Decile	1,794 3 rd Decile	467 1 st Decile	509 1 st Decile
Housing Domain Rank	1,135 2 nd Decile	815 2 nd Decile	1,379 2 nd Decile	823 2 nd Decile	1,146 2 nd Decile

Data Zone	S01006678	S01006680	S01006684	S01006776	S01006779
	Tillydrone	Tillydrone	Woodside	Balgownie and Donmouth West	Balgownie and Donmouth West
Population	1,690	891	703	513	589
Working Age Population	1,135	598	514	272	373
Overall Rank	1,595 3 rd Decile	1,326 2 nd Decile	268 1 st Decile	3,409 5 th Decile	2,812 5 th Decile
Income Domain Rank	1,722 3 rd Decile	1,444 3 rd Decile	664 1 st Decile	2,312 4 th Decile	2,505 4 th Decile
Employment Domain Rank	1,603 3 rd Decile	1,493 3 rd Decile	208 1 st Decile	3,190 5 th Decile	3,011 5 th Decile
Health Domain Rank	1,988 3 rd Decile	2,110 4 th Decile	502 1 st Decile	3,417 5 th Decile	2,851 5 th Decile
Education Domain Rank	1,119 2 nd Decile	483 1 st Decile	58 1 st Decile	4,594 7 th Decile	2,178 4 th Decile
Access Domain Rank	3,930 6 th Decile	3,718 6 th Decile	6,836 10 th Decile	4,836 7 th Decile	4,793 7 th Decile
Crime Domain Rank	1,524 3 rd Decile	2,082 3 rd Decile	282 1 st Decile	4,396 7 th Decile	3,311 5 th Decile
Housing Domain Rank	1,318 2 nd Decile	1,060 2 nd Decile	500 1 st Decile	2,345 4 th Decile	1,188 2 nd Decile

3.3 Trends in Sports & Leisure

Gathering statistical data on sports participation, the Scottish Government has identified the following key trends in sports participation.

- There is a general increase in the overall number of people partaking in sporting activity, measuring respondents who have partaken in activity within four weeks.
- Individuals who rate their health as good are more likely to take part in sports activities than those who rate their health as bad or very bad.
- There remains a gender gap in sports participation, with more male participants than female. It is noted that this gap had significantly reduced over the last ten years.
- Levels of deprivation have a direct correlation with participation in sports and exercise. Significantly lower income households demonstrate considerably less sports participation. Many local authority leisure trusts and facilities have developed concessionary membership schemes and pricing to encourage participation from this demographic and to support the reduction of this gap.
- There is a larger rate of sports participation in young people living in rural areas compared to those living in larger urban towns and cities.

Following the Coronavirus pandemic, and the restrictions in place throughout 2020 and 2021, there has been an increase in those undertaking outdoor leisure activities and exercise. It is thought that this is likely to continue, with parks and public spaces key to supporting participation on outdoor activities.

3.4 Developing Wheeled Sports & Skateboarding

In 2016, The International Olympic Committee announced that Skateboarding would be included within the five new sports added to the, now rescheduled, Tokyo Games. IOC President, Thomas Bach, outlined the ability to draw in young people to sport, and reconnect with a younger audience.

The 2020 Tokyo Games demonstrated the popularity of Skateboarding and BMX Freestyle with Team GB performing to a high level and inspiring future generations.

Across Scotland there has been a rejuvenated interest in wheeled sports, and a significant growth in Wheeled Sports Facilities. This has been recognised and subsequently supported by **sportscotland**, with the creation of Skateboard Scotland, the Scottish Governing Body of Sport.

As a member led organisation, Skateboard Scotland helps to promote and develop the sports, listing a directory of facilities, supporting the delivery of major events and competition, and advising and engaging groups in delivering new skate parks.

Wheeled sports such as skateboarding and scooting are relatively low cost to access, with most public facilities free of charge. For this reason, increased investment in skateparks, pump tracks and wheeled sports facilities will continue to reduce the barriers to activity faced by those in more deprived and rural areas.

4 Stakeholder Engagement

4.1 Overview

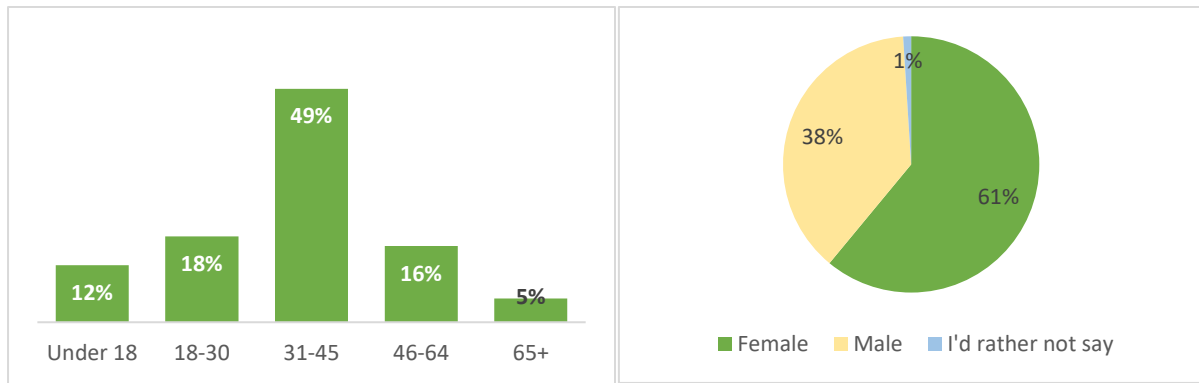
Wider community support is key to the delivery and ongoing success of any community facility, in particular those focused on a key user group, age group, or activity. In recognising this, a detailed consultation survey was undertaken as part of this Feasibility Study. The result of this is shown below.

In addition, a range of school engagement was undertaken, as well as contact with key local groups and stakeholders.

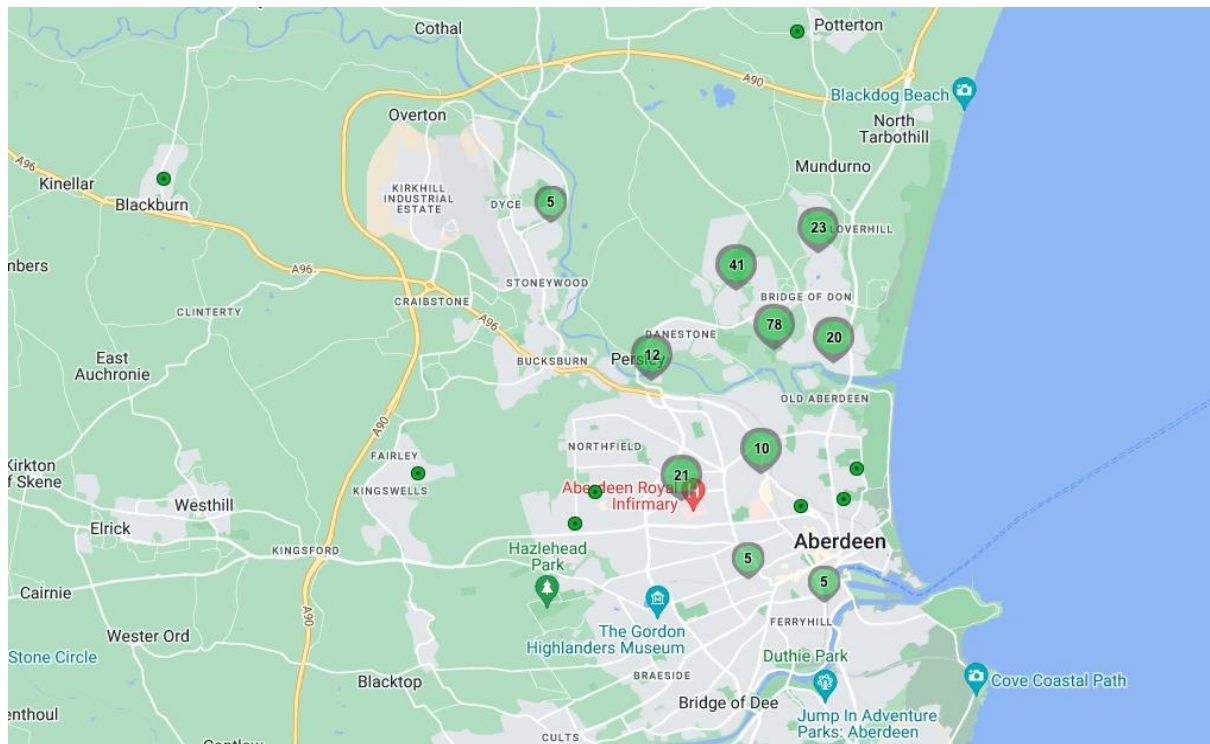
4.2 Community Consultation

Respondent Reach & Demographics

The survey was held on Survey Monkey, and shared via social media, and through a number of existing contact channels. Running over 8 weeks, the survey received 299 responses. The breakdown of these responses is shown below:



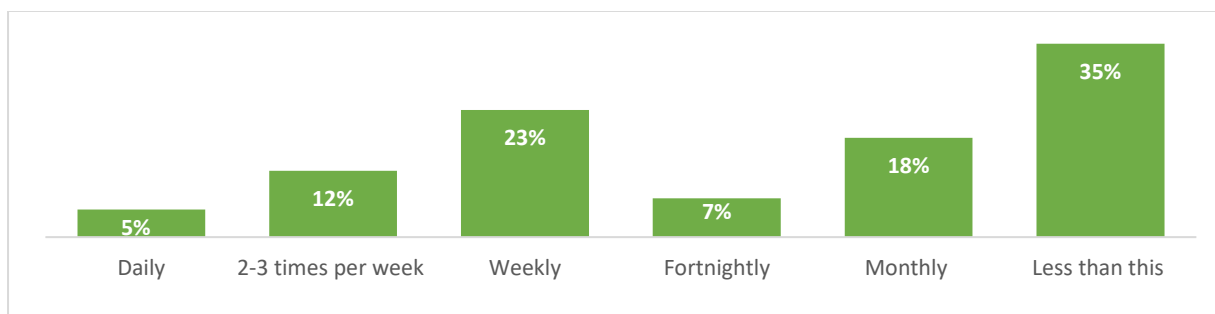
The following map outlines the spread of respondent post codes close to the project site.



Further feedback was also provided from respondents with postcodes in the Glasgow, Dundee, and Inverness post code areas.

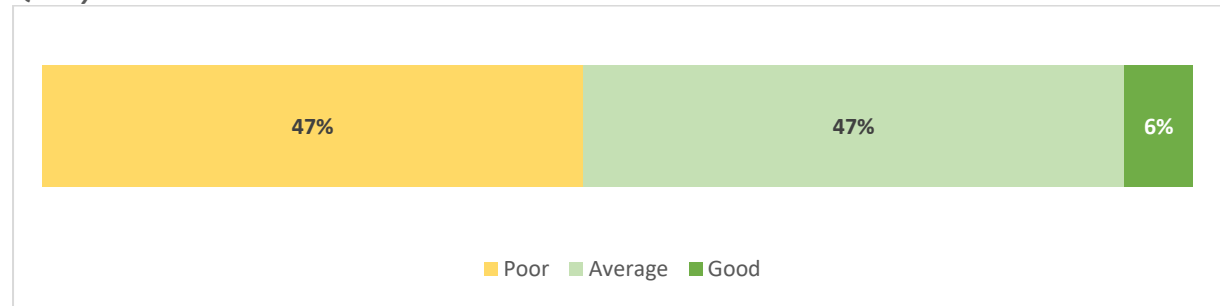
Existing Wheeled Sports Activity

Respondents were asked how often they or their children use the existing Skate Park in Bridge or Don. The results are shown below:

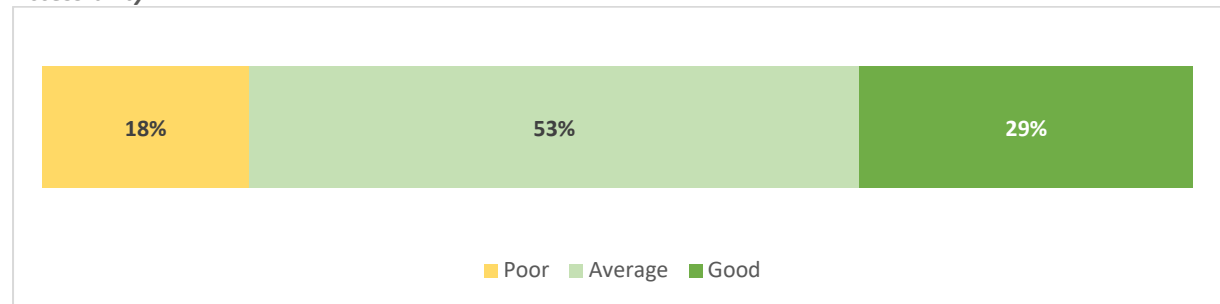


Respondents were asked to rate the **Quality** and **Accessibility** of the existing skate park provision, with the results shown below:

Quality

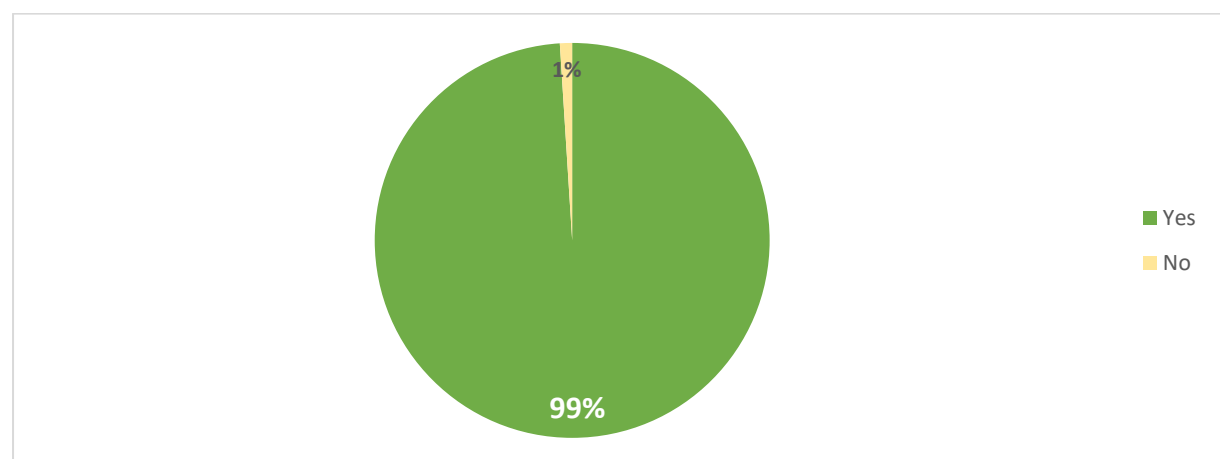


Accessibility



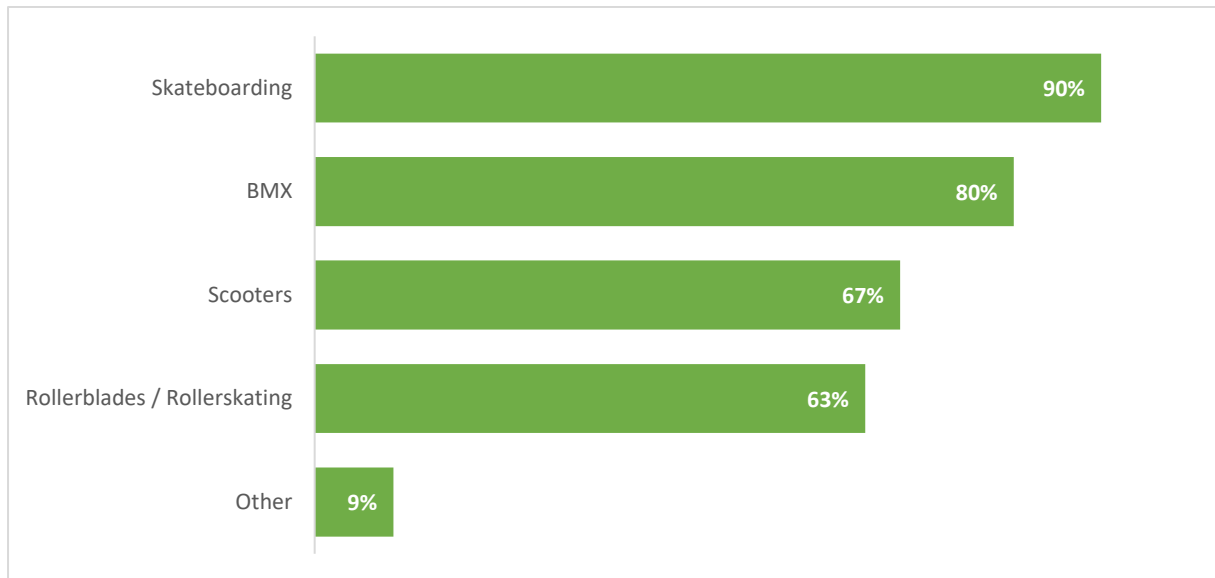
Community Support

Respondents were asked if they would welcome the expansion and redevelopment of the skate park in Westfield park. As shown below, there was 99% support for this project:



Future Park Usage

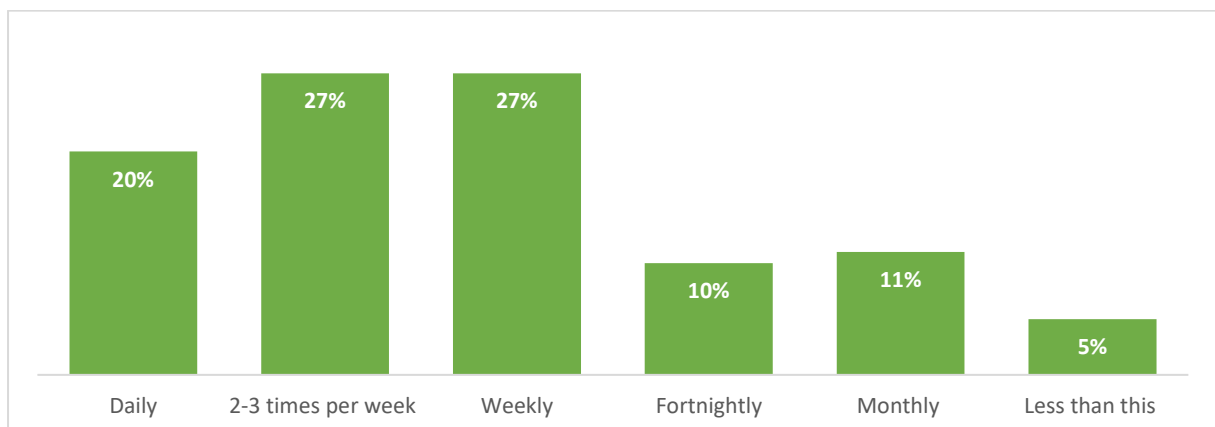
Respondents were asked which activities should be catered for at the new re-developed park, with the results shown below:



For those who selected other, the following notable feedback was provided:

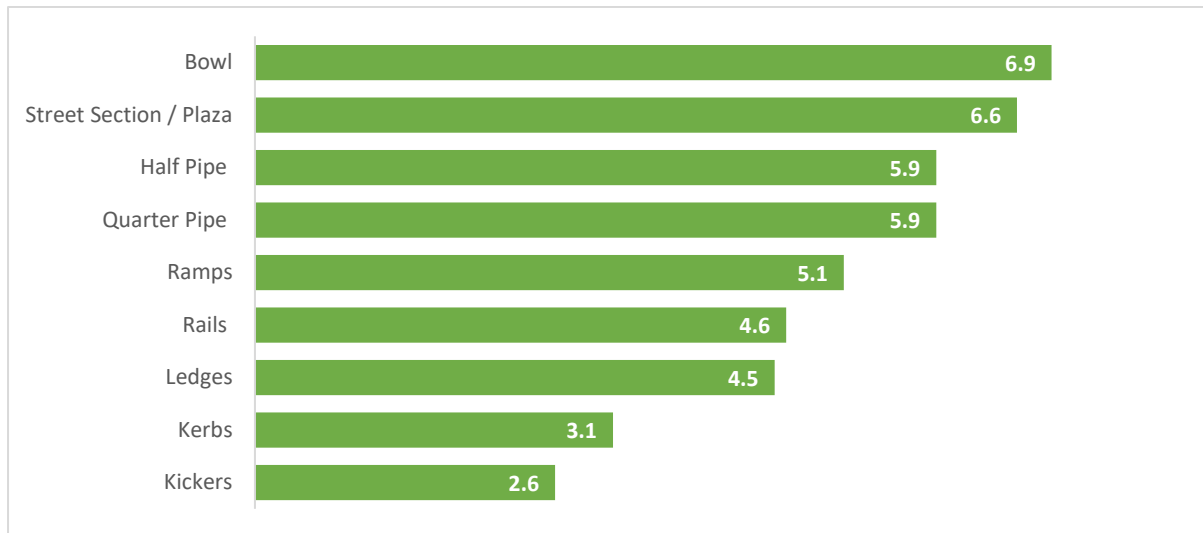
- Balance bikes and other cycles (5)
- Mountain bikes (5)
- Disabled skating, cycling and wheelchair activity (4)

Respondents were asked how often they, or their family would use the newly developed park. The result is shown below:

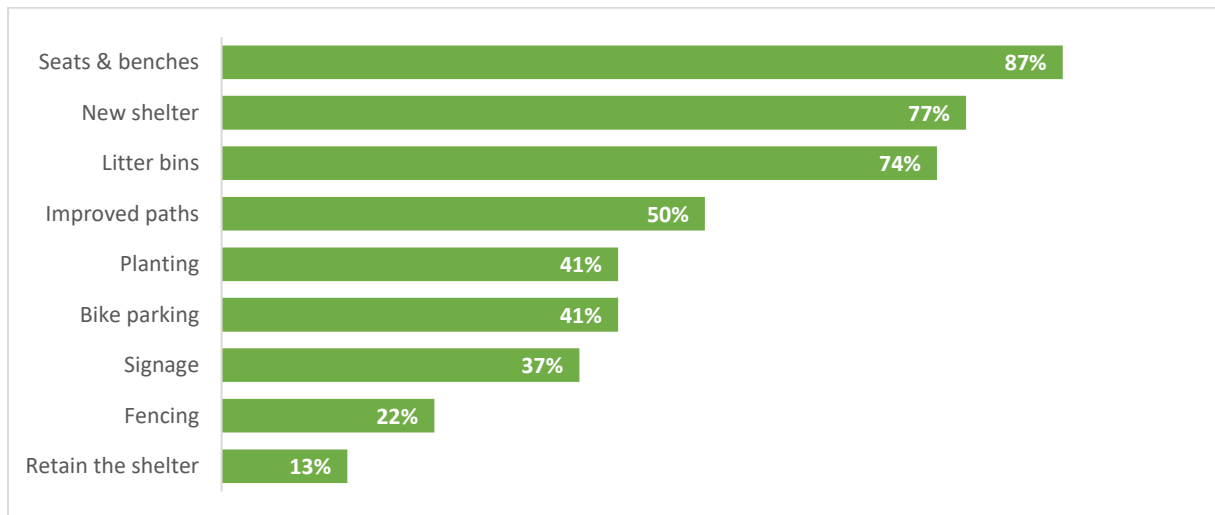


Design Considerations

Respondents were asked to rank a number of features for inclusion in the new park, the results are shown below, providing an average ranked score.



Following the above, they were asked to consider which ancillary features they would like to see included in the park. The results are shown below:



For those who indicated other, the following were suggested:

- Lighting (6)
- Drinking water (2)
- Toilets (2)
- BBQ (2)
- Cleaning / Sweeping Equipment (2)

Respondents were asked whether there were any further features or design elements that should be included. The results are summarised in the table below and included in full in Appendix One.

Comments on specific design features, layouts, and comparators.	18
Desire to see areas, activities, and provision younger participants and beginners	12
Other	12
Comments on lighting provision	11
Desire for inclusion of a Pump Track	5
Comments on the provision of CCTV	3
Desire for a Graffiti Wall	3
Comments on signage	2

Further Comments & Feedback

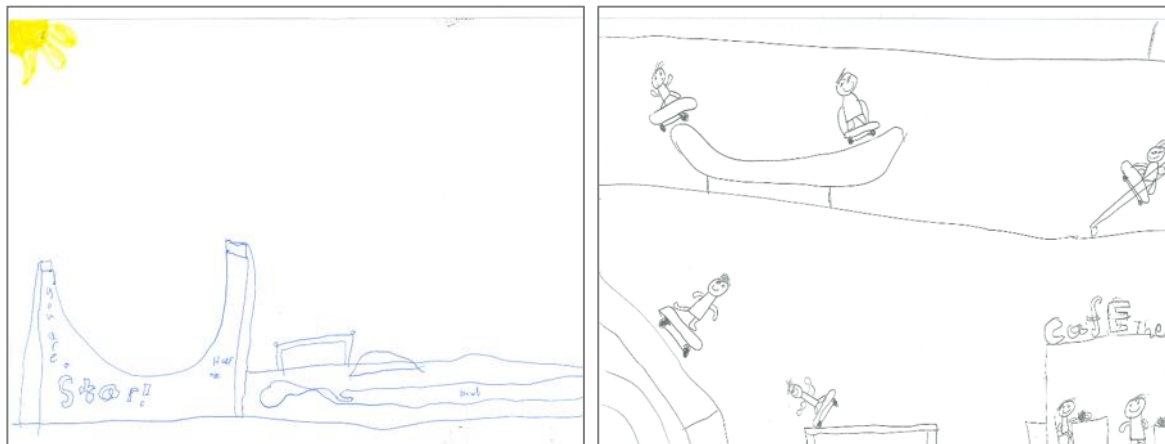
Respondents were given the opportunity to provide further comments, observations, or feedback on the project. These comments have been included in full in Appendix One, and are summarised by theme below:

Positive Comments on Benefits of the Project	33
Design Considerations	17
Comment of Support	13
Comments or Suggestions on Management and Operations	3
Other	4

4.3 School Engagement

As part of the local community engagement, Greenbrae and Middleton Park schools undertook a Post Cards from the Future exercises with their youngest pupils and provided letters of support from the older pupils. Six of these postcards are shown below, with the pupil letters (representing 28 pupils) included in Appendix Two.





4.4 Further Engagement – Letters of Support

Throughout this project, there has been clear support for a number of key groups and stakeholders in the local area. Letters and emails provided have been included in Appendix Three. Support has been demonstrated from the following stakeholders:

- 1st Parkway Guides
- Cllr Alison Alphonse
- Bridge of Don Community Council
- Braehead School
- Danestone Primary School
- Bridge of Don Farmers Market
- Friends of Westfield Park
- Sport Aberdeen – Community Sports Hub
- Cllr Jessica Mennie
- Ash Armstrong (local wheeled sports enthusiast)
- Bridge of Don & District Men's Shed
- Middleton Park School
- Scotstown School
- Aberdeen City Council – Environment Manager
- St Columba's Church (Church of Scotland)
- Police Scotland

5 Community Benefit Assessment

5.1 Overall Demand

The space required for 10 skatepark users is approximately 1500ft² (447m²) suggesting that the reasonable capacity for the Bridge of Don, Skatepark should be approximately 12 skateboarders/hour based on existing skate park footprint of 525m².

If the footprint of the existing skatepark is doubled by adding to it a further 525m² it should safely accommodate 25 skateboarders/hour.

In applying the Skate Park Adoption model formula for casual users, the following data is noted:

- For Aberdeen City Bridge of Don area - Population 19,545
- Formula for calculating number of casual users = 19,545 x 3% = 586 Casual users.

Assuming the survey results are correct this gives a user number profile of

- 59 daily (413/week x 52 weeks) 21,476
- 61 Two times/week 122 x 52 weeks 6,344
- 60 Weekly x 52 weeks 3,120
- 22 Fortnightly 22 x 26 weeks 572
- 26 Monthly 26 x 12 312

Survey user number 31,824/year – assuming 50% actual uptake – 15,912 visits
Causal users from formula once month 586x 12 7,032 visits

Overall total 22,944/year

6 Links to Policies & Strategies

The following section outlines how the project links to local, regional, and national policies and strategies.

6.1 Proposed Aberdeen Local Development Plan

This plan (albeit in draft) notes that “Ensuring physical and mental health and wellbeing goes beyond providing healthcare services, development should create a healthy environment whilst not contributing to negative health outcomes. This relies on creating environments that foster better health, have reduced inequalities in wellbeing and which allow people to live active, engaged, independent and healthy lifestyles.”

6.2 Aberdeen City – Open Space Strategy

Aberdeen City's Open Space Strategy sets out a new vision and aims to improve the quality of our open spaces in the city. There is growing evidence that quality and accessible open spaces contribute towards improving health, economy, environment, and well-being.

The Strategy shows a commitment to promoting and maintaining our high-quality environment and making Aberdeen a better place for current and future generations to live, work, invest and study in.

6.3 Aberdeen City & Shire Strategic Development Plan

The Strategic Development Plan (SDP) represents the regional spatial plan for the City Region. It reflects the National Planning Framework and sets out the strategy for the growth of the North East. The main aims of the Strategic Development Plan are to:

- provide a strong framework for investment decisions which will help to
- grow and diversify the regional economy in a sustainable manner.
- promote the need to use resources more efficiently and effectively whilst.
 - protecting our assets; and,
 - take on the urgent challenges of climate change.

The Strategic Development Plan promotes four strategic growth areas which will be the focus for development. These strategic growth areas are Aberdeen City and the three transport corridors between Huntly and Aberdeen, Aberdeen and Laurencekirk and Aberdeen to Peterhead.

6.4 Scottish Government's National Performance Framework

The Scottish Government targeted its focus on how Government and public services could help in creating a more successful country, providing opportunities for all of Scotland to flourish, through increasing sustainable economic growth. The National Performance Framework outlines the following overarching aims and values:

The framework is for all of Scotland and aims to:

- create a more successful country.
- give opportunities to all people living in Scotland.
- increase the wellbeing of people living in Scotland.

- create sustainable and inclusive growth.
- reduce inequalities and give equal importance to economic, environmental, and social progress.

The values guide all stakeholder approach, to:

- treat all our people with kindness, dignity, and compassion.
- respect the rule of law.
- act in an open and transparent way.

The National Performance Framework outlines 11 outcomes for the people of Scotland, with the following directly relevant to the provision of a new facility at Bridge of Don:

People live in communities that are inclusive, empowered, resilient, and safe.

By increasing the facilities available, the Group will be supporting the provision of activities and sports, ensuring a more inclusive portfolio of possible outdoor leisure activities locally in Aberdeen and the surrounding area.

People are healthy and active.

By its very nature, the proposed facilities for Bridge of Don promotes active lifestyles, for those who may experience greater barriers to participation. In developing active lifestyles, and increasing the levels of physical activity, participants have a direct positive impact on their physical and mental health. The provision of new facilities will help meet this outcome.

By encouraging both improved physical health and increased opportunities to develop social skills and interact with peers, the facilities proposed will improve the quality of life for its users. By increasing and improving the range of skate boarding facilities, the Group will continue to expand and develop opportunities for more people to become more active and healthier.

Restrictions due to Covid-19 may be imposed again in the future. A facility such as the pump track and skatepark would provide a much-needed opportunity for residents of all ages to use during allowed daily activity. Once restrictions are relaxed, some people will remain cautious about some types of activity and a wheeled sports park would be a safe way of taking exercise and having social interaction while practising distancing.

6.5 Scottish Government's Legacy Plan 2014-2024

This plan sets out the key legacy aims and ambitions and highlights a wide range of initiatives, which will be taken forward with key partners over the next 10 years. The plan focuses on an Active Scotland, Connected Scotland, Flourishing Scotland, and a Sustainable Scotland.

Improving the nation's health is the overarching theme of the plan and the Active Scotland component of the plan includes two key initiatives. Both are aimed at increasing the availability and accessibility of physical activity and sport to individuals and communities that will in turn contribute to improving the health and fitness of people in Scotland.

These initiatives are the Active Nation and the development of Community Sport Hubs. Active Nation aimed to create a popular and high-profile movement to motivate people of all ages across Scotland to become more active. Community Sports Hubs focused on the bringing together of communities of interest to share best practice and shared values across a range of sports.

The development of a new skatepark in Bridge of Don aligns with this strategy, creating a potential wheeled sports hub for young people to socialise, participate in exercise and be diverted from any temptation of antisocial behaviour or activities detrimental to their health or development within the community.

6.6 Active Scotland Outcomes

The Active Scotland Outcomes Framework describes Scotland's ambitions for sport and physical activity. Active Scotland Outcomes contribute to the delivery of National Outcomes and ultimately to the Scottish Government's overarching purpose of creating a more successful country, with opportunities for all to flourish. The framework

has been developed collectively with partners through the National Strategic Group for Sport and Physical Activity (NSG), chaired by the Cabinet Secretary for Health, Wellbeing and Sport. Conclusively, the following outcomes are proposed – and evidently supported by the proposal to develop a new wheeled sports facility in Bridge of Don..

- We encourage and enable the inactive to be more active.
- We encourage and enable the active to stay active throughout life.
- We develop physical confidence and competence from the earliest age.
- We improve our active infrastructure – people and places.
- We support wellbeing and resilience in communities through physical activity and sport.
- We improve opportunities to participate, progress and achieve in sport.

6.7 Scottish Government's Infrastructure Investment Plan: Updated Programme Pipeline

This policy document highlights regeneration activity focusing on ensuring that people live in socially, physically, and economically sustainable communities. Increasing the provision of wheeled sports facilities in the area supports a sustainable and economically beneficial facility, creating new opportunities through coaching, instruction, and increased visitor numbers to the local area.

6.8 Physical Activity Implementation Plan – A More Active Scotland

This 10-year plan adapts key elements of the Toronto Charter for Physical Activity (which makes the case for increased action in tackling physical inactivity) to Scotland, and links it directly to the Scottish Government's legacy ambitions for the Commonwealth Games. Underpinning delivery of the overall commitments of the plan will be a series of detailed action plans which will define how the plan's commitments will be met.

In addition, the Scottish Government and its partners continue to spread the word about the importance of physical activity, informing people about how and where to get involved through the following websites:

- www.takelifeon.co.uk – this gives ideas for a more active lifestyle.
- www.activescotland.org.uk – this gives information on sports and activities available locally – just enter a postcode or an activity.
- www.healthyworkinglives.com – this helps employers promote physical activity in the workplace.

By providing new wheeled sports the Group will contribute towards achieving the outcomes of the National Physical Activity Implementation Plan.

6.9 Sport for Life- A Vision for Sport in Scotland

This is **sportscotland's** Corporate Plan. They recommend an active Scotland where everyone benefits from sport. In an active Scotland, ways are sought to be physically active every day. This includes the following key areas:

- Keeping moving at home and at work. Taking an active approach to getting around. Choosing to be active in our leisure time.
- More of us will take part in sport because we see it being relevant to our lives.
- Being involved in ways that suit us.
- Meeting fewer barriers.
- Feeling more included.
- We will all experience more of the benefits of sport.
- For some of us, by taking part. For others, through our communities.

6.10 Start Active, Stay Active

This UK-wide report, published jointly by the four home countries Chief Medical Officers, includes guidelines on the volume, duration, and frequency of physical activity required at different points in life. With relevance to sports facilities, the report highlights the need for a lifelong approach to fitness and exercise documenting recommendations for each age range. In relation to adults in sport, the report recommends the following:

“Adults should aim to be active daily. Over a week, activity should add up to at least 150 minutes (2.5 hours) of moderate intensity activity in bouts of 10 minutes or more – one way to approach this is to do 30 minutes physical activities on at least 5 days a week.”

By providing new facilities, shaped by community consultation, participants will be more likely to increase their frequency of use, thereby bringing their levels of activity in line with the recommendation of the Start Active, Stay Active report.

6.11 Take Life On

This Scottish Government Health and Wellbeing campaign promotes healthy, active lifestyles through various online, media and event marketing. The focus is on encouraging people to find activities near them, understand the health implications of inactivity and obesity, and to ultimately reduce the resultant strain on the NHS in Scotland. With targeted marketing and promotion of facilities in Bridge of Don, the Group can increase the interest and excitement around the project to attract more people into sports and exercise, with a particular focus on young people, and those who perhaps are financially disadvantaged, therefore unable to access paid activities and facilities.

6.12 Reaching Higher: Building on the Success of Sport 21

This is the key Scottish Government strategy for sport and exercise. Reaching Higher sets out the long-term aims for sport including the vision that everyone should have access to affordable, high quality community sport facilities and advice and guidance. Reaching Higher focuses on two main aspects of sport and fitness – increasing the quality of sporting facilities, coaching and provisions, and increasing the number of Scottish people taking part in sports and exercise.

6.13 Preventing Overweight and Obesity in Scotland: A Route Map Towards Healthy Weight

This joint policy directive set forth by the Scottish Government and CoSLA aimed at helping central and local government decision-makers to deliver long-term solutions to obesity and overweight. With lack of exercise cited as a prominent reason for obesity in Scotland, any expansion in sports facility provision will help meet this directive.

7 Site Considerations

7.1 Site Overview

The following images show the proposed site, including the existing skate provision, from which the new park will be developed.



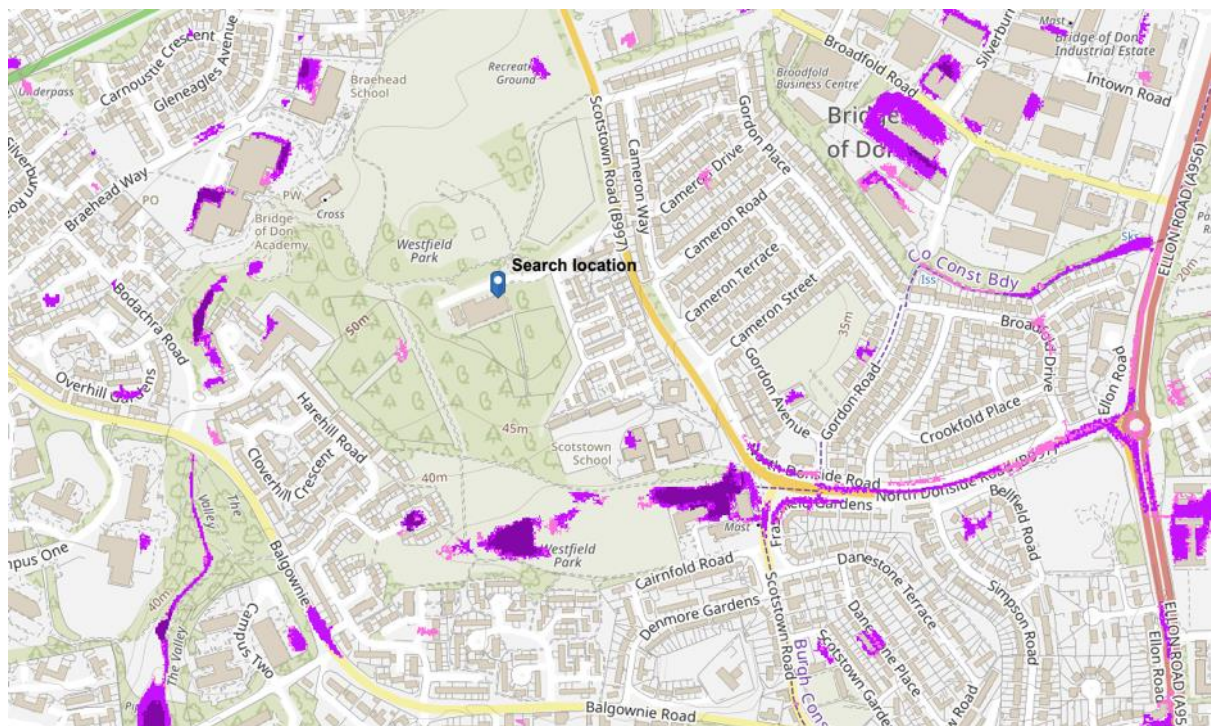






7.2 Flood Risk

In reviewing the SEPA Flood Risk Map, there is no river flood risk noted on the area currently proposed for the facility. This map is shown below marking risk from river flooding in blue, and surface water flooding in purple.



8.1 sportscotland Guidance

These guidelines have been created by **sportscotland** in response to the growth in extreme sports, which has seen a rejuvenation of skate parks as centres for sports participation.

The guidelines are based on a concrete skate park of around 1,000 square metres, normally associated with large urban areas, which they consider to be minimum appropriate size for a strategic approach to the development of skateboarding and other associated activities as a sport in Scotland. This type of facility would normally be located in main centres of population. Facilities serving rural and small communities will usually be of a different scale and construction and although many of the following guidelines will apply each such proposal would have to be assessed on its own unique merits.

In order to be eligible to compete for sportscotland funding, skate parks should have adhered to the following points:

- Should provide evidence that prospective users have been consulted about the site, design, and operation of the facility.
- Should be designed by a competent and reputable specialist, be constructed from concrete with features allowing skateboarders, BMX riders and in-line skaters of all ages and abilities to be able to participate.
- Should comply fully with British Standard BS EN 14974:2006: Facilities for users of roller sports equipment – Safety requirements and test methods.
- Should be floodlit. This will allow a greater usage time.
- Should be complete with litter bins, seats for participants and spectators, secure bike racks and surrounded by a one-meter-high fence with appropriate measures to control access. e.g., gates, animal grids.
- Should be managed by a User Group. The Group would act as a self-policing force and contribute to coaching and fundraising.
- The Group should contain members representing the various disciplines, age groups, parents, youth, and community groups and, possibly, the local police community worker. A representative of the local authority could also be included as that individual can act as a conduit to and from the council.
- Should be within 50 to 100 meters of a sports or community facility, which is staffed during most times the skate park is open. This will allow for informal supervision, especially if no members of the User Group are present at the skate park.
- The sports or community facility can also provide toilet facilities, a public phone, first aid facilities and storage for protective gear and simple maintenance equipment (brushes, etc.).
- Should be within 250 meters of both public transport and secure parking and afford easy access for emergency vehicles and personnel.
- Should be subject to a Risk Assessment to identify the risks associated with operating a skateboard park. This assessment should be used to implement appropriate control measures at the design/installation stage and create a management policy for the facility. The risk assessment should be documented, signed, and dated and reviewed annually, unless changes take place – at which point a review should be carried out. The assessment should at least cover such aspects as access/egress, falls/collisions, noise, violence/aggression, vandalism, and maintenance.
- Should be inspected by an independent body or qualified inspector upon completion and at least once a year thereafter. The inspections should follow the recommendations of RoSPA. The latter body can also carry out these inspections. Daily, weekly, and yearly inspections/maintenance should also be carried out as indicated earlier in this paper.
- Should have Public Liability cover of at least £2,000,000. RoSPA recommends a minimum of £5,000,000 and **sportscotland** should follow this latter recommendation.
- Should have appropriate signage. The signage should cover such topics as location of nearest telephone and toilets, the maximum number of users, any restrictions (lower age limits, permitted activities, etc.), protective gear must be worn, no dogs, no alcohol, etc. The sign should also note that ‘all users do so at their own risk.’
- CCTV may also be installed but this sensitive matter should be fully discussed with representatives of the User Group.

- As there is currently no governing body for skateboarding, the operators of the facility will commit to becoming members of the recognised governing body when that body comes into being.
- The skate park operator will also be required to set up a structured skills development programme with particular emphasis on beginners.
- The operator should also be required to set up programmes aimed at increasing the number of females and ethnic minorities participating in the sport.

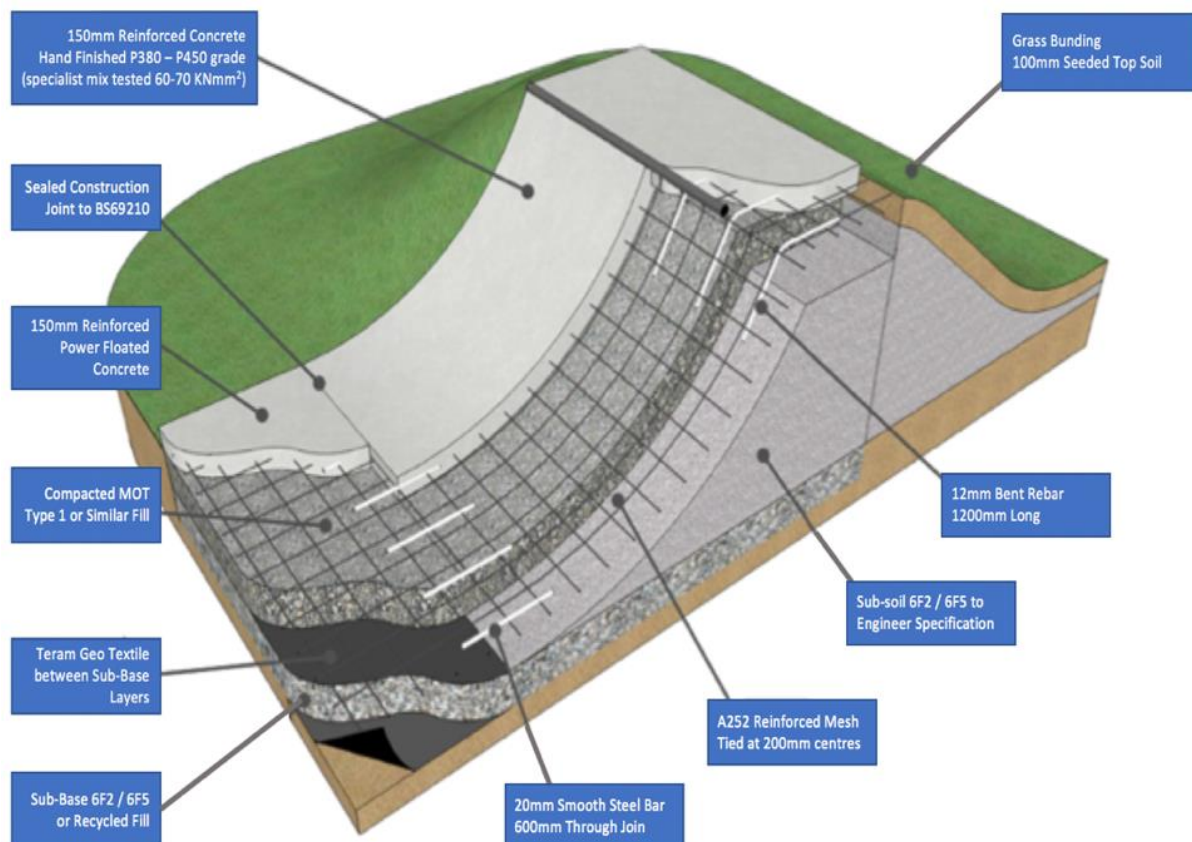
For facilities in smaller centres of population such as Bridge of Don, the following should be adhered to:

- The area for the park should be a minimum of 36m x 18m.
- The area should be surrounded by a one-metre-high fence with appropriate measures to control access. e.g., gates, animal grids and we recommend that ducting is provided to allow the necessary cabling should the installation of floodlighting be a future requirement.
- Whilst concrete is still the preferred construction material other materials may be considered for park in smaller centres of population.
- All other requirements that apply to large parks will also apply to smaller.

8.2 Drainage

It is imperative that drainage is considered in the overall design, the undulating nature of dips and berms and bowled shapes can lead to ponding if not considered in detail. The riding surface should be cambered allowing water to shed as quickly as possible.

8.3 Skate Park Constructions



**Maintenance
Overview**

A general definition for a wheeled sports facility is a purpose-built recreation environment made for skateboarding, BMX, scooters, wheelchairs, inline skating, and other wheeled sports. The main construction methods throughout the years have been wood, metal, or concrete materials. This has caused accidents through wood rotting and metal rusting. As a result, the new focus on building new facilities is that they should be built with concrete.

The potential maintenance costs of a sprayed concrete skate park are minimal. No replacement parts, fixtures or tools are necessary, except for an Allen Key for clearing the drainage. Considerations should be made for litter and graffiti. One of the most successful ways of combating graffiti is to provide spaces where professional graffiti artists can decorate. It is less likely for users to make unsightly tags when there is attractive art on their park. Additional ongoing maintenance may include minor repairs to the concrete surface made by the impact of stunt-pegs from BMX bikes.

Sustainability

Sustainable construction is considered a very economical construction method. An enduring wheeled sports park that does not need to be re-built every few years conserves community resources and effort. This requires the use of reinforced concrete. The sprayed concrete method is more energy and materially efficient than any pre-cast method. With pre-cast, every piece must be cast in a mould, then transported to the site and set on a separate in-ground concrete foundation.

Using the sprayed concrete method allows the contractor to use locally sourced materials, reducing environmental impact and reducing the amount of transportation needed, whilst contributing to the local economy. This method uses efficient engineering and precise form work to ensure an optimum build with minimal waste.

Value for Money

Sprayed concrete construction is the method used on the most renowned wheeled sports parks worldwide. It allows designers the freedom to create progressive and continually engaging designs which users gain ownership of through in-depth consultation. Many parks are guaranteed for 30 years; however, the structural integrity of sprayed concrete parks has proven to last indefinitely and is virtually maintenance free. Wheeled sports parks create a social space that provides long term health and social benefits, leading to reductions in anti-social behaviour and benefits for the local economy by way of attracting visitors to the area.

8.4 Floodlighting

It is noted that lighting currently exists on site, and consideration should be made to how this will be improved, relocated, or expanded.

As part of the design, the Group should consider the improving and upgrading the existing floodlighting. Although floodlighting provides a substantial capital cost, its presence will allow for increased usage of the facility throughout the year. Consideration should be made to the management of energy costs associated with floodlighting.

In the first instance, the Group should work with the local authority to seek an agreement that lighting provision will continue to be met by the Council.

Should the lighting costs not be met by the local authority, a popular option for outdoor leisure facilities is to install a pre-paid meter (right) with cards available for sale at a local convenient location. This ensures that all energy costs are met by the users through a pre-payment system. The group can then control how late the lights operate. By incorporating pre-paid card options, there is a significantly reduced risk of vandalism in comparison with coin operated systems.

By installing high quality floodlights (and investing a higher initial capital cost), the overall running costs can be reduced. Where it may be more feasible to phase floodlighting as a secondary aspect of the project, it should

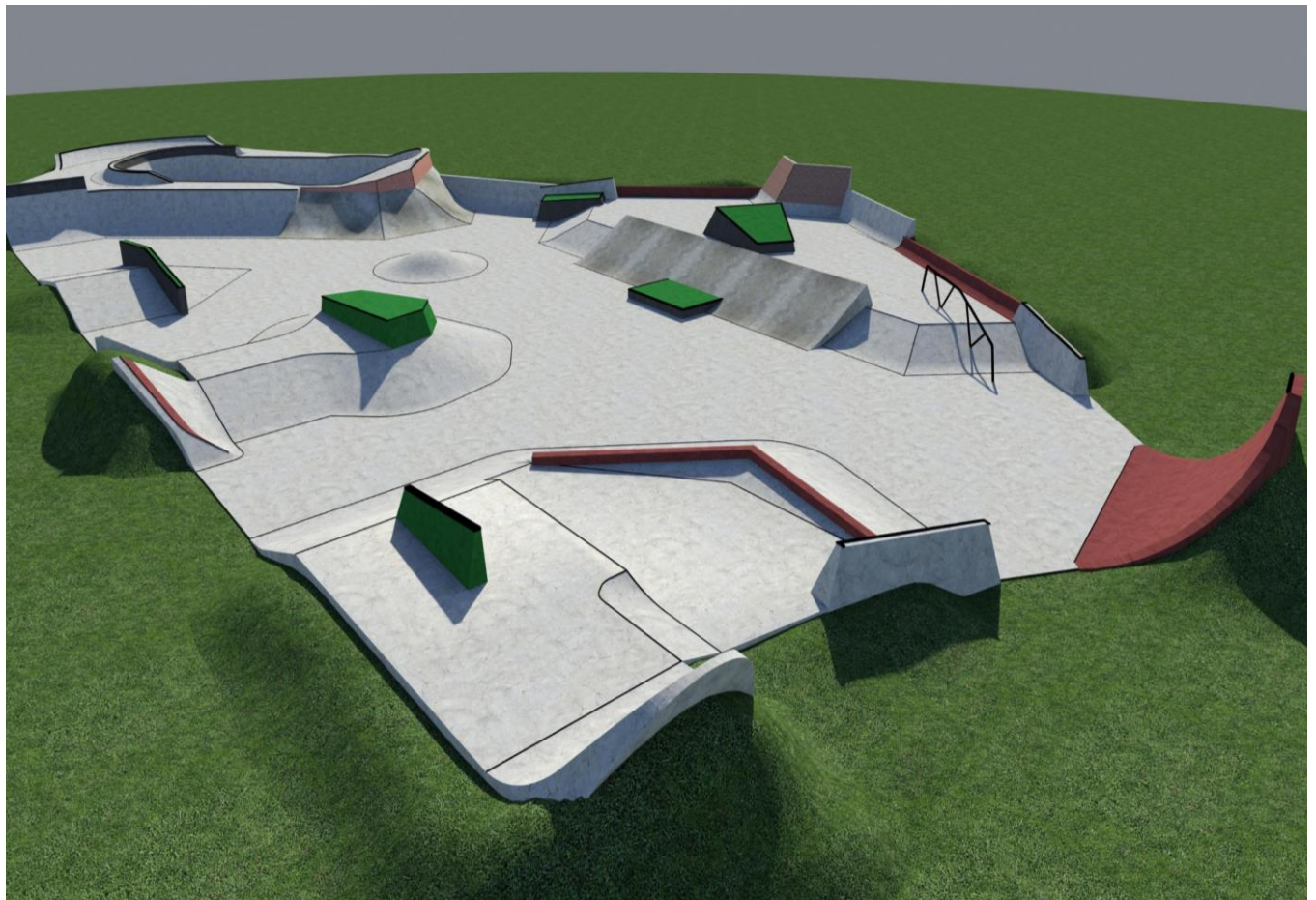


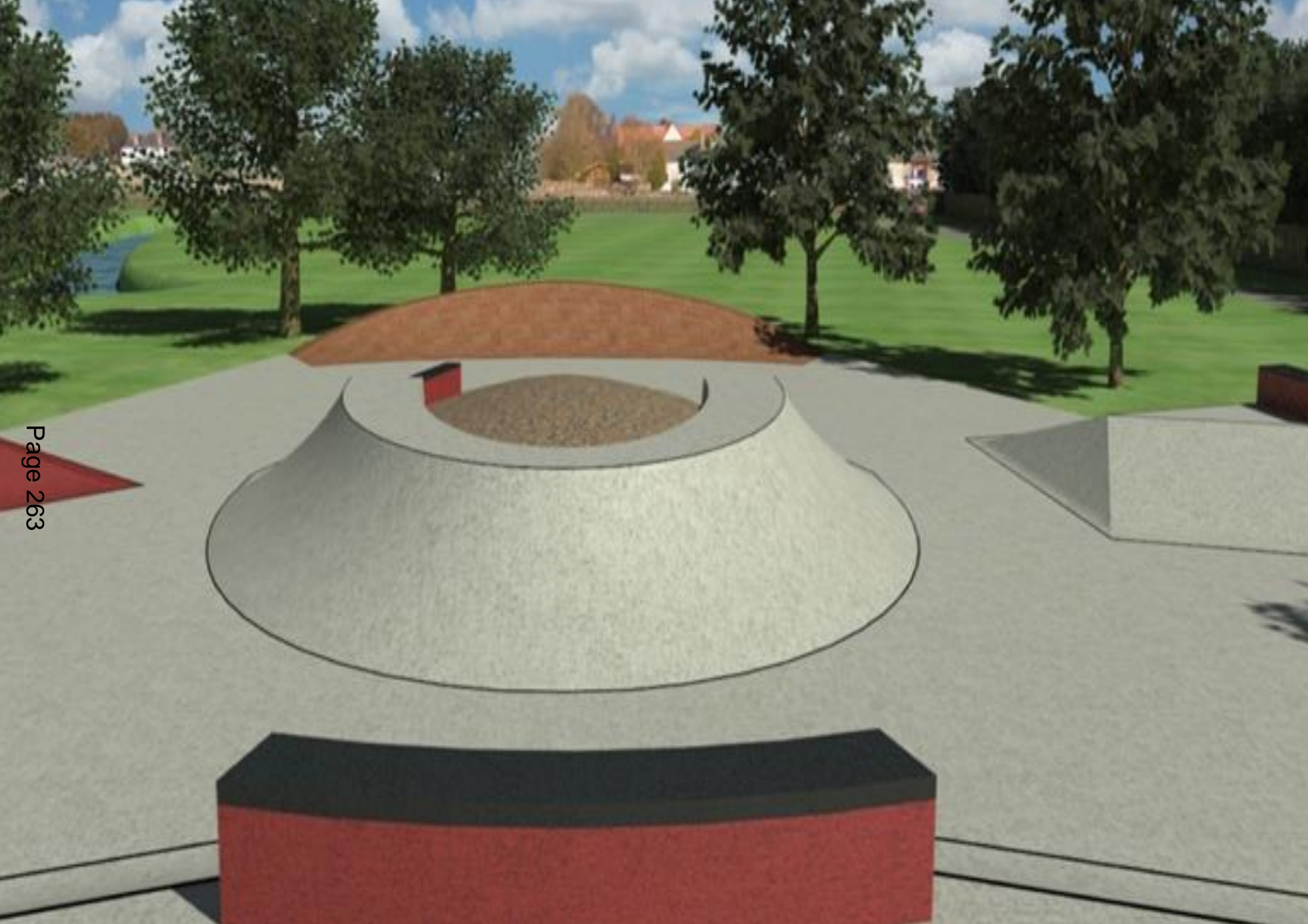
be considered that the installation of suitable tracking and ducting throughout the site may be easier at the initial construction stage, futureproofing the site for the addition of lighting and other amenities at a later date.

A possible option for the installation of floodlighting would be the possibility to use solar powered lighting systems, and energy efficient bulbs. There may also be the potential to use, adapt, or add to the existing public lighting in the park in consultation with the Council.

9 Concept Images / Indicative Designs

The following images show renders of concepts and the last photographs are of Raigmore and Inverness Skate parks both in Inverness.











10 Indicative Capital Costs

The following tables outline the indicated costs for delivering this project. Whilst these are based on previous work, comparable examples, and industry standard rates, a full tendering exercises will further detail the accurate costs at the appropriate time:

Concrete Skate Park (approx. 500m ² @ £400/sqm)	£200,000
Upgrading and additional floodlighting	£15,000
Signage and Park Furniture	£2,500
Landscaping	£2,500
	£220,000
Professional Fees and Project Management (10%)	£22,000
Contingency (5%)	£12,100
Net Total	£254,100
VAT (20%)	£50,820
Total Project Cost	£304,920

11 Potential Sources of Fundings

11.1 Summary of Proposed Funders

In order to deliver the capital project, the following main sources have been identified. All funding sources will require the Group to submit robust applications, using this report as a starting point to indicate the relevant and alignment with the priorities of each funding body.

Proposed Funder	Capital Amount
sportscotland	£50,000
Developer Contributions	£25,000
Aberdeen City Council Place Based Investment Programme	£100,000
Scottish Communities Landfill Fund See below Suez Trust, FCC Communities and EB Scotland	£*
Suez Trust	£30,000
FCC Communities	£40,000
EB Scotland	£25,000
TOTAL PROPOSED FUNDING PACKAGE	£270,000

**Third party contribution is a requirement of all SCLF approved bodies and explained further below*

11.2 sportscotland

sportscotland's Sports Facilities Fund supports capital projects that create or improve places where people take part in sports and physical activity. Having been recently revised, this fund now offers capital funding with a ceiling limit of £100,000, however at present wheeled sports projects are capped at £50,000-£75,000. The funding looks to support projects that provide opportunities for people to get involved, increasing participation by targeting their resources on projects that demonstrate commitment to the following:

- Equalities and inclusion
- People development
- Collaboration and impact

11.3 Aberdeen City Council: Place Based Investment Programme

The Place Based Investment Programme (PBIP) aims to ensure investment is focused on benefitting local areas by revitalising town centres and regenerating communities and neighbourhoods.

The 2020-21 Programme for Government announced the creation of a Place Based Investment Programme Fund with £275million of capital funding to support community led regeneration, town centre revitalisation, community wealth building and 20-minute neighbourhoods.

In 2023/24 Aberdeen City Council received £590,000 of Place Based Investment Programme funding. The PBIP is seen as the first step in creating coherent local strategies to guide investment priorities and to implement the 'place principle' which is a key component of the new Programme for Government.

Central to this will be ensuring that investment decisions are shaped by the evidenced needs of local communities, regenerate and revitalise towns and villages, help tackle inequality and disadvantage and accelerate Scotland towards 'net zero' emissions targets. Another significant feature of the investment will be increased footfall within our town centres which will benefit local businesses.

11.4 Aberdeen City Council Developer Obligations

Developer Obligations cover both developer contributions and affordable housing. When a development takes place there is a need for infrastructure and services to accompany it. This can include roads, schools or a wide range of facilities depending on the scale and location of development.

Developer contributions are intended to ensure that developers address any impact on infrastructure created by the development but cannot resolve existing deficiencies.

[Scottish Government Planning Circular 3/2012: Planning Obligations and Good Neighbour Agreements](#) sets out a series of 5 policy tests all of which are applied when undertaking an assessment of whether an obligation is required:

- **Necessary** to make the proposed development acceptable in planning terms.
- **Serve a planning purpose** and where it is possible to identify infrastructure provision requirements in advance, should relate to development plans.
- **Relate to the proposed development** either as a direct consequence of the development or arising from the cumulative impact of development in the area.
- Fairly and reasonable relate in **scale and kind** to the proposed development; and
- Be **reasonable** in all other respects.

Obligations can be made either as an 'in kind' or financial contribution. These are secured by planning condition or most commonly via an upfront payment or Section 75 legal agreement.

11.5 Scottish Landfill Communities Fund (SLCF)

The Scottish Landfill Communities Fund (SLCF) is a tax credit scheme, linked to Scottish Landfill Tax that encourages landfill site operators to provide contributions to Approved Bodies, who can then pass the funds onto community and environmental projects.

Funding must be passed from a landfill operator via Approved Bodies to a project such as the proposed Skatepark in Bridge of Don.

There are several approved bodies that have been identified as suitable and relevant for the project. These are listed below. It should be noted that as a rule these funders look to fund a specific aspect of the project and not a proportion of the overall cost, additionally they will not be able to fund the same aspects of the project should applications to multiple bodies be considered.

Approved Body	Notes
FCC Communities Ltd	<p>The FCC Scottish Action Fund offers funding of between £2,000 and £40,000 to projects from FCC Environment through the Scottish Landfill Communities Fund.</p> <p>Further information is available at https://fcccommunitiesfoundation.org.uk/funds/fcc-scottish-action-fund</p>
Valencia Community Fund	<p>Formerly Viridor Credits Valencia offers up to £25,000 on condition the total project costs do not exceed £100,000.</p> <p>Funding up to £25,000</p> <p>Further information is available at https://www.valenciacommunitiesfund.co.uk</p>
Suez Trust	<p>SUEZ Communities Trust will consider projects which focus on physical improvement at an identified site. Funding is typically awarded for the purchase of materials/equipment and the appointment of a contractor to undertake the improvement work. A request for funding for multiple sites or for salaries, running costs, project management or design fees will not be considered.</p> <p>Funding up to £50,000</p> <p>Further information is available at https://www.suezcommunitiestrust.org.uk</p>
EB Scotland	<p>EBS considers various criteria when deciding whether to fund a project; Community Need: It is important to demonstrate wide community support and appropriate consultation.</p> <ul style="list-style-type: none"> • Value for Money: It is important to demonstrate anticipated costs are reasonable and represent good value, usually through a tender or quotation exercise. • Viability: EBS carefully vets all applicants as to their suitability to carry out proposed projects. This not only ensures compliance, but also that the necessary skills and experience are available to projects. It is also important that other funding, planning consents and any contingencies have been considered. • Sustainability: It is important that maintenance plans and budgets are demonstrated. • Added Value: It should be illustrated how SLCF funds lever in other sources of funding, utilise volunteers, enhance disabled access, meet biodiversity targets, and attract local authority support as appropriate. <p>Funding £25,000 https://ebscotland.co.uk</p>

Third Party Contribution

When a Landfill Operator (LO) contributes to an Environmental Body (EB), it can only claim tax relief on 90% of the contribution it makes and is left with a 10% funding shortfall. Some LOs will absorb this cost, or a portion of it, themselves. Sometimes LOs will require you to find a separate third party - a Contributing Third Party (CTP) to make the 10% payment or a portion of it.

Who Can Be a Contributing Third Party?

Almost anyone can be a Contributing Third Party, providing they do not gain a unique benefit from the project put forward for funding. Below is a list of examples of organisations that may be Contributing Third Parties:

- Private Companies
- Public Sector organisations - Local Authorities, County Councils
- Charities
- Voluntary organisations
- Private donors
- Monies from fundraising

Who is excluded from being a Contributing Third Party?

- Any individual or organisation directly connected to the landfill operator, or a contractor of the project.
- Any individual or organisation who gains a unique benefit from the project.

12 Operational Considerations

12.1 Management

The Group will assume ownership and management responsibility for the new skate park. The Chairperson's overall responsibility will be to ensure sufficient skills and expertise amongst the management committee, in order that they have the capacity to undertake all elements of the facility's ongoing management. It may be necessary to undertake a skills audit, identifying and mitigating against any gaps in knowledge prior to the delivery of the project.

12.2 Insurances & Liabilities

The Group will be responsible for the facility once constructed. Therefore, they will require to have adequate public liability insurance. Given the nature of the sport, the group should ensure that their liability insurance is sufficient to cover a full spectrum of potential claims.

12.3 Routine Maintenance & Upkeep

The Council currently carry out all routine maintenance, but the Group recognises that operating this enhanced facility will require several tasks to be completed on a regular basis to ensure that it remains appealing, fit for purpose, and safe for users, as well as minimising the possible need for major repair works to be undertaken. The group should use its membership to determine a schedule of volunteers, reducing the need to pay or contract individuals or companies, and avoiding the associated costs. The following tasks should be considered in creating a volunteer rota:

- Litter picking
- Emptying bins
- Periodic checking of the surfaces, entrances, paths, and other publicly open spaces
- Gardening and landscaping works (grass cutting, leaf clearing, weeding etc.)
- Periodic checking of lighting, switches, locks etc.
- Regular monitoring of, and interaction with, users, user groups and their parents.

13 Financial Assessment

13.1 Access & Pricing

Through community consultation, there is a strong desire for the Skatepark in Bridge of Don to be free of charge for all users. This would also support delivery of the objectives and strategies listed within this report, ensuring the greatest benefit for the widest user group.

However, the group must ensure that adequate revenue is generated to ensure the cost of any floodlighting, repairs; insurance policies etc. are met on an annual basis.

13.2 Revenue Assumptions

In delivering a publicly available leisure facility, there is limited scope for the generation of income. However, the group must ensure that sufficient revenue is achieved in order that the annual running costs can be met. This report assumes the following proposed income for the year.

Events

The group should consider running a number of events throughout the year including skate jams, competitions, and family fun days. In managing these events, the group can determine how money can be generated within each. This may include entrant fees, stall holder pitch fees or donation buckets. In running four events per year, this report would assume an annual revenue of **£1,000.00** (net of all associated running costs).

Grants, Sponsorships and Donations

In delivering this project, the group has shown the capacity to secure grant funding. Following the development of the project, the operating group should consider grant funding, and the soliciting of sponsorship and donations as a key part of its on-going responsibilities. For this report, a conservative estimate of **£1,500.00** per year has been considered.

13.3 Expenditure Assumptions

Following the construction of the park, the group will require to meet a number of annual and on-going operational costs. These have been listed below:

Floodlights – Energy Costs

The consultation exercise demonstrated a desire for floodlighting. Should the group opt to include floodlighting as part of the project, they should ensure that the lighting works in a manner that allows control over timings and maximum use. I.e., they should be set to switch off after a set point at night, and periodically or where nobody is using the park. As noted previously, the floodlighting should be controlled by a prepaid meter, therefore removing the need for the group to manage the associated costs. The Group will require to engage the local authority to agree whether additional lighting will be added to the existing public network.

Insurance Policies

In leasing or obtaining the site from the local council, and providing the facility, the group will hold all liability for public access and use and therefore will require to hold sufficient and appropriate insurances. Given the nature of the activity, a budget of **£500.00** per annum has been assumed.

Maintenance

The construction of the new wheeled sports park should deliver sufficient quality and longevity that the maintenance required in the subsequent years is limited. However, in consulting other similar facilities, the group should budget for small repair works that may be undertaken to the ancillary spaces, landscaping, track edges, or following minor vandalism or damage. For this report, a budget of **£1,000** has been assumed.

Landscaping and Regular Upkeep Works

In order to ensure that the facility remains attractive and well maintained, a budget of **£500** per annum has been assumed for the provision of tool such as brushes, drying brushes, bin bags, cleaning materials and gardening tools and seeds. This will be required to allow the previously outlined list of volunteer tasks to be undertaken.

In summarising the above income expenditure considerations, the following table demonstrates that the completed project will be able to operate annually in a financially sustainable manner.

Income	
Events	£1,000.00
Donations, Grants and Sponsorship	£1,500.00
	£2,500.00
Expenditure	
Insurance Policies	£500.00
Maintenance	£1,000.00
Landscaping and Regular Upkeep	£500.00
	£2,000.00
Surplus	£500.00

14 Risk Management & Mitigation

14.1 SWOT Analysis

A SWOT Analysis provides an at-a-glance summary of the Strengths, Weaknesses, Opportunities and Threats to the project.

Strengths
<ul style="list-style-type: none"> • Bridge of Don Skate Park Group is a strong competent committee with a wide range of professional and business skills. • The Group has a good reputation within the community as well as support from local councilors and the Aberdeen City Council. • They have a significant number of wheeled sports users in Bridge of Don and an existing skate park albeit somewhat dated. • They have and good community support for their project with around 250 surveys completed and 15 letters of support. • The proposed site is an existing skate park site, therefore meeting all appropriate planning policies. • The site is in an existing public recreational area at Westfield Park, Bridge of Don. • The project aligns with a range of local and regional strategies. • The project is potentially fundable through Scottish Communities Landfill Fund, Sportscotland and several other funders including Aberdeen City Council. • The project reduces the carbon footprint associated with the travel currently required to make use of more modern state of the art facilities further afield in Aberdeen.
Weaknesses
<ul style="list-style-type: none"> • Aberdeen City Council has not yet agreed a lease/community asset transfer. • The project will require to make a planning application. • Securing adequate capital to fund the project with increasing demand on all funders. • Access to the area is through an existing play area therefore a temporary road is potentially required in order to allow contractor access.
Opportunities
<ul style="list-style-type: none"> • The Group has identified a good location for the proposed new extended skate park. • They are discussing a long-term lease/community asset transfer from Aberdeen City Council • The project has the opportunity to create a higher quality and more challenging skate park for Bridge of Don and the wider Aberdeen City communities. • Once build, this will become a venue for a range of Wheeled Sports coaching initiatives and one-off events. • The facility will attract users from out with the immediate Bridge of Don catchment area, bringing a positive economic impact to the area through secondary spend. • Opportunities exist for links to Active Schools and other local health and sports initiatives.

Threats
<ul style="list-style-type: none">• Constant threat of poor weather.• Lack of capital funding could affect some elements of the project.

14.2 Business Risk Register

The full risk register below outlines the risk and mitigations across all areas of developing and operating this project.

Bridge of Don Skate Park			Business Risk Register			Date: August 2023	
		Risk Categories:	0-8 Low Risk	9-17 Medium Risk	18-25 High Risk		
Risk Area	Risk Identified (Describe the risk to be managed)	Probability Factor (1-5, with 5 being most probable)	Impact Factor (1- 5, with 5 being most severe)	Risk Ranking (probability x impact = probability)	Risk Management (How the risk will be managed)	Risk Responsibility (Describe who will be responsible for managing the identified risk)	Risk Monitoring
1.0 Strategic							
1.1	Lack of Business Plan and Feasibility Study	2	4	8	This feasibility study has demonstrated a robust and sustainable business model, as well as significant demand for the project. In working with local consultants to deliver this facility, a strong business case has been tested and identified prior to the funding and development stage of the project.	Bridge of Don Skate Park Group	Initial preparation of business plan with reviews annually or in response to changing key personnel.
1.2	No long-term Development Strategy	1	4	4	This has been addressed initially within this Plan but longer term an enhanced development plan will be adopted for the new facilities and their impact to all user groups and the wider community.	Bridge of Don Skate Park Group	Annually or when there are changes to Parks staff involved in the project.
1.3	Business Continuity Management Plan	3	2	6	It is recognised that there is limited annual overheads with the income generated through coaching, instruction and events covering the operating costs.	Bridge of Don Skate Park Group	Reviewed annually or considering significant changes to financial obligations.

1.4	Health and Safety and Regulatory issues	3	2	6	There should be little or no risk as the full design will be constructed in line with all health and safety requirements. All appropriate inspections and relevant maintenance costs have been included within the operational considerations.	Bridge of Don Skate Park Group	Focus during and after construction with policies and procedures reviewed periodically.
1.5	Convincing the funding bodies that you have a robust business case for obtaining their investment.	3	4	12	This Feasibility Study, alongside the evident successes of the group so far will strongly support the case to obtaining funding from the identified funding bodies. In particular, the improved access to healthy outdoor activity for young people, and the links to improving quality of life will resonate with funding objectives. Given this, it is likely that the project will meet most funders' eligibility, as has been proven in other similar wheeled sports projects.	Bridge of Don Skate Park Group	One off
2.0 Operational Risks							
2.1	Ensuring effective use of new facilities.	3	4	12	The proposed facilities will cater for various user groups; therefore, it is essential that effective usage be promoted to ensure the facility is enjoyed by, and benefits, the largest potential user base.	Bridge of Don Skate Park Group	On-going.
2.2	Dealing with any Planning related issues including floodlighting and car parking issues	2	2	4	It is not anticipated that there will be many planning issues relating to the development of the skate park. However, the final design should take all consideration of advice and recommendations accordingly.	Bridge of Don Skate Park Group	On-going throughout the planning stage.
2.3	Trying to meet the needs of different user groups within the physical constraints of the facility.	3	4	12	The local group are keen to ensure the facilities provided cater for skate boarding (skate park) and scooters and	Bridge of Don Skate Park Group	Key to the initial planning stages of the design.

					BMX bikes and the new skate park facilities are fully inclusive.		
2.4	Facility Maintenance Plans	3	3	9	As outlined in this report, the delivery of a concrete moulded facility will significantly reduce the requirement for significant maintenance. However, the cost of both preventative and reactive maintenance must be considered to ensure any unforeseen issues do not risk the financial viability of the project.	Bridge of Don Skate Park Group	Review annually
4.0 Financial Risks							
4.1	Not securing adequate capital funding	3	4	12	Due to pressure on all funders, the Group may have to consider leaving the floodlighting upgrading to the next phase of the project.	Bridge of Don Skate Park Group	Dependent on tenders received
5.0 Political/External Risks							
5.1	Relationship to wider community	3	3	9	The Group must work to establish a positive relationship with the local and wider community paying specific attention to alleviate and support through any disruption caused because of the construction work on site.	Bridge of Don Skate Park Group	Frequent monitoring required through duration of construction.
5.2	Securing adequate Community Support for the new facilities	2	4	8	This has been adequately demonstrated through the community survey.	Bridge of Don Skate Park Group	Noted.
6.0 Reputation/Image							
6.1	Media Relations	4	4	16	It is important to utilize the local media throughout the project to keep local communities updated and to encourage local interest. Post construction, it is vital to use the media where possible to capture events, successes and stories that will promote the facility.	Bridge of Don Skate Park Group	On-going and frequent throughout the project work with reviews annually thereafter.

6.2	Branding and Public Profile	4	4	16	There is an important opportunity to market facilities to potential user groups throughout the surrounding areas, ultimately increasing the awareness and presence in the local community.	Bridge of Don Skate Park Group	Monitored frequently throughout the project construction phase and annually thereafter.
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14.3 Risk Assessment for Wheeled Sports Activities

Bridge of Don Skate Park		Facility Risk Assessment			Date: July 2023	
Risk Categories:		0-8 Low Risk		9-17 Medium Risk	18-25 High Risk	
Risk Area	Risk Identified (Describe the risk to be managed)	Probability Factor (1-5, with 5 being most probable)	Impact Factor (1-5, with 5 being most severe)	Risk Ranking (probability x impact = probability)	Risk Management (how the risk will be managed)	Risk Responsibility (describe who will be responsible for managing the identified risk)
Injury or Accident as a result of using park features.	Significant risk of injury from minor or severe resulting from Falls Slips Collisions	4	4	16	Initial construction and design process to consider mitigation of risk through appropriate layout, adequate experience and effective flow. Design, construction and maintenance to be carried out by experienced, wheeled sports park specific contractors. Adequate signage in place to encourage safe use, direction of use, recommended safety equipment and parent supervision where appropriate. Adequate lighting available. Sufficient emergency access to all areas of the park. Landscaping to reduce drops from the top or behind the top of ramps, bowls and other features.	Bridge of Don Skate Park Group

Missuese or damage to park	Risk of damage to the facility resulting in: Increased risk of injury Unsuitable surface for skating etc. Cost incurred by group to repair or replace surface or feature.	3	4	12	Development of the park promoted as community led project from the beginning. Adequauate lighting Regular checks by operating committee. Promotion of good working relationship between operating committee and user groups.	Bridge of Don Skate Park Group
Conflicting user groups: - Age group - Activity	Increased risk of injury from wide age range sharing facility. Increased risk of injury from variety of activities sharing the facility. Increased risk of exposing younger users to unsuitable language and behaviour.	3	4	12	Development and promotion of a “rules of the park” notice board highlighting the need to respectable behaviour, language and effective sharing of space. Where possible, grouping of features by complextity and difficulty in the design process. Where possible, grouping of features by likely uses (BMX, skate etc) in the design process.	Bridge of Don Skate Park Group

15.1 Overview

Regardless of the scale of a project, marketing is an essential part of good management practice. It is a process of identifying user needs, wants, and wishes, and satisfying them. Community, sport and leisure services and facilities depend on satisfied user, especially where the local residents support and involvement is both fundamental in instigating a project, and essential for its on-going success.

Marketing involves creating appropriate goods and services and matching them to market requirements. Therefore, far from being just about selling, marketing is from the beginning an integral part of the process. In the first instance, this report has demonstrated a marketing centric focus in that it has considered the following:

- Identification of target market, population, and local trends.
- Assessment of current provision.
- Assessment of need and market research through consultation with current and potential users throughout the community.

15.2 Communications & Promotion Strategy

The following is a proposed marketing actions plan specific to the development of a skate park in Bridge of Don. It should be considered that success will be measured in the level of usage and the overall satisfaction of all key stakeholders. As a result, the following strategy is set to promote and highlight the facilities to all potential users both locally and from surrounding communities.

	Task Details	Timeframe	Costs	Responsibility
1	Develop website highlighting the new facilities – incorporate user testimonials and photographs.	One Off	Free	Bridge of Don Skate Park Group
2	Use promotional space in partnership with local user groups and organisations to promote the expansion to the facilities.	Periodically	Free	Bridge of Don Skate Park Group
3	Use existing social media accounts (Facebook and Instagram) and investigate further social media options and promotional opportunities to highlight the new facilities amongst target audiences.	On-going	Free	Bridge of Don Skate Park Group
4	Press Releases: Further engage with local media to promote the improvements to the facilities and its relevance to the community.	On-going	Free	Bridge of Don Skate Park Group
5.	Explore the possibility of running events such as skate jams, and community fun days.	Periodically	Cost covered	Bridge of Don Skate Park Group

1. It is recommended that Bridge of Don Skate Park Group apply to Aberdeen City Council for a 20-year lease of the site at Westfield Park for a peppercorn rent for the upgrading and extension to the existing Council owned concrete skate park (as outlined on the site map in section 2.1).
2. It is recommended that if the outcome of the feasibility study is supported by the community, the Group should prepare a tender specification and advertise for a design and build contract on Public Contracts Scotland.
3. It is recommended that improved and additional floodlighting be included in the design and build specification.
4. It is recommended that on receipt of tenders Bridge of Don Skate Park Group carry out a tender evaluation exercise to select a preferred contractor.
5. It is recommended that once a preferred design has been chosen that this is submitted as part of a full Planning Application to Aberdeen City Council.
6. It is recommended that Bridge of Don Skate Park Group continue to fundraise towards Third Party Contributions required for any applications to the Scottish Landfill Communities Fund.
7. It is recommended that the Group considers appointing a Project Manager on a fixed term arrangement to assist with capital funding applications, procurement, and contractor management until the completion of the project.
8. It is recommended that Bridge of Don Skate Park Group continues to keep the community informed of the progress of the project through social media channels.

17.1 Survey Comments

Comments on Features

- a good hip is essential, as is a manny pad/ledge and smallish rail for people to learn on
- A Graffiti wall that can be painted bi-annually to give artists a blank canvas.
- A map of what each area is named/ used for so beginners can learn.
- A modern facility like Banchory have which can be used by little toots on scooters to big lads on BMX. A mountain bike practice trail would be great fun as well!
- A ramp that mimics a wave to practice surf skating (have one in Fraserburgh), I think.
- A roof that closes when it is raining like at the tennis.
- Age-appropriate sections
- Age progression sections
- An area for smaller kids - 4–8-year-olds as often the older kids are intimidating for the younger ones.
- Area for smaller kids/beginners
- Areas for beginners as well as experienced.
- Bank to rail Down rail Euro gap Hip Driveway
- Better lights for at night
- Better spine, flat ground area with ledges and rails.
- CCTV cameras to catch the kids who smash glass all over the concrete.
- CCTV May be helpful due to recent incidents of adults approaching children in the park.
- CCTV May be helpful given recent incidents of adults approaching children whilst in the park.
- every skatepark needs a good hip, a manny pad a rail and a ledge. bare minimum - a solid mini ramp if there's space. bowls are massive and grossly underused except a few times a year. you do not need a bowl.
- flat area for ground skills or adding portable obstacles could be useful, for events/beginners/coaching/prep.
- Focus on a Park type skatepark and leave the plaza style to Westburn.
- I think it is worth noting some of the things that Westburn has done well not to replace but with regards to transitions and flow.
- I would Love to see a local artist come and graffiti the new park as part of the decor.
- I would like to see smaller transitions. Skateparks with 2-to-4-foot transitions and bowls are far more attractive to 99% of skateboarders than 9-foot bowls of terror. The Fraserburgh park is an example of transition done well. It is however lacking any decent ledges. A combination of simple ledges and smaller transition is, for me, ideal.
- Improved lighting
- In Aberdeen there are no decent outdoor mini ramps (4-6ft). It is a classic feature and almost a discipline so it is frustrating that none of the existing parks have one. Incorporating one in the new development would encourage people to travel to and use the park.
- It would be lovely to see an area for beginners as well as an area for more experienced users so everyone can use it without getting in each other's way.
- Just a generally more welcoming site, that can be easily looked after, and the community can take pride in
- Just to be a nice place for families to meet up and enjoy the space. Provisions for food vans to have a spot to park up and have power would make the space easier to spend the day.
- Just want to emphasise the need for a MELLOW half-pipe/mini ramp for learning on
- Kick box
- Large Half Pipe
- Lighting (x8)
- Mega ramp
- My children are 12 and 3 so my eldest uses the skate ramp however there is not much of the play equipment accessible for my 3 years old.
- new smooth ground
- Pump Track (x5)
- Seating/viewing area close but not on the park
- sections for younger kids starting out.

- Sections which flow into other sections - bump box leading to transfers into bowl etc. rhythm section
- smaller sections for beginners
- Some children are not great at sharing, can be frustrating for children trying to BMX and learn when some children do not use the skate park for that purpose and just sit around on the ramps and do not move for those with skateboards/BMX's...some signage with some skatepark etiquette would be greatly appreciated!!
- Some lighting on access path from Scots town road/top of Gordon place
- Some ramps/quarter pipes above 4 feet tall that are not too steep to be used on BMX. This would set the skatepark apart from others in the area as well as most of the rest of Scotland.
- Something unique like a pocket wallride
- Spectator seating
- Spine (x2)
- The spray-painting murals are lovely for smaller children.
- Toilets (x3)
- Two bowls that connect with a spine with some big quarters and small ones like in America.
- Viewing area
- water fountain, bike and skateboard shop, option to borrow bike and skateboards if you do not have, refreshments.
- Would be great to see some classes for youngsters involved in learning new skills. Would be good to have a designated graffiti space so that the actual park remains clear of graffiti.

Comments on Benefits of the Project

- Any improvement to the space would be welcome. We travel all over looking for a skate to spend time at and enjoy the area.
- Badly needed in the area, would be well used facility across all sexes and ages, not to mention improving wellbeing and mental health.
- Excited to see this project move to the next steps. An improved and extended skatepark would be a welcome addition to the free outdoor facilities available for families and young people in Bridge of Don which are currently poor for the population size.
- Fully support this much needed improvement for the bridge of don community. It will be a fantastic facility now we have less expendable income and warmer summers. Supports active travel too having something local to visit.
- Fully supportive of the project, we need more outdoor sports spaces for kids. My kids are too small to come here themselves now but I am sure would love to come here alone when they visit their grandparents (who stay on the edge of the park) in the future.
- Given the size of bridge of Don and how many schools there are in the area, having a big skate part can bring back popularity of the sport within the city. Since the days I used to BMX it has dramatically dropped and poor outdoor skate parts is a major factor along with increased pricing at TX. Outdoor parks are free for anyone to use and will provide a lot of attraction over summer periods, but not at its current state.
- I do not use the skatepark, but my nephew does. I fully support the development; the community needs it as do the kids!
- I do not go to the park, but my brother does with his mates, and I understand how important it is for them to have a safe, free space to go and skate outdoors.
- I do not skate that much just hang about but like having somewhere to go with friends.
- I think it would be a huge benefit to the community.
- I think the redevelopment would bring more people to the skate park. It is already very popular and busy so if it is developed then it could even bring people from other areas into the bridge of Don to use it.
- It is a great park for youngster's worth getting it redone.
- It would be good to see a bigger space for the number of kids I have seen there seen a few accidents too with all kids flying about at same time.
- Lots of kids in Bridge of Don , enjoy using this skate park.
- Massively needed and a great opportunity to finally give Aberdeen a skatepark with big/decent sized transitions(quarter pipes/bowl) as its lacking compared to other major Scottish cities. The current park needs the odd crack/gap filled but still retains a good use. The lights are dim, and some are broken, they still provide a decent night vision but would be fantastic if they were improved. Cannot stress enough,

bowl or at the very least a wide/long concrete mini ramp. Look forward to things going forward, thanks guys.

- My grandkids are a bit young to use it, but they will in the future, I am sure. It would be a great boost for the kids and the community.
- P3 at Middleton Park is very keen for the skatepark to be improved and expanded. We cannot wait to see what it will look like!
- Really need a lot more facilities for toddlers/ teens/ adult outdoor activities. Please.
- Sounds like a great idea, an improved skatepark would greatly benefit the local community who cannot travel to existing skateparks as well as possibly making this a must visit facility for BMX/skaters across the country.
- The skate park is a well-used and important part of Westfield Park. It acts as a central hub for children from all over bridge of Don and further afield to improve their skills and meet with friends. Children of all ages from toddlers all the way up to adults use the skatepark for various reasons - learning to ride or skate and improving skills. It is important for the well-being and health of everyone as it provides daily exercise as well as an opportunity for people to socialise with others.
- There can be a lot of litter including glass. If the area was extended and facilities improved, it may be looked after better by the community. The path to the skate park is not suitable for skateboards/scooters/blades now which may put some off using it.
- There is such a lovely community of people who use this park. Everyone is very welcoming it is a lovely positive place for people to enjoy. It can get really busy which makes it difficult for beginners and advanced to use. It could really use being a good bit bigger.
- These developments are future investments, it is crucial to put the money into areas for young people who have so little else to do when in teen years. Creating community spaces that are fit for purpose is essential.
- This is important for the kid's welfare, social life, physical health. It keeps them occupied. It can help hundreds of children. Perth has a brilliant skatepark. And, Fraserburgh has one too. Turriff started one but did not finish it which was a travesty as the kids loved it.
- This would be a huge boost to the bridge of don area, the young folk need a place to socialise and improve their health and fitness.
- This would be a welcome addition to Westfield Park with additional signs from other parts of the park to encourage visitors.
- This would be an excellent project for our local area. The children in our suburbs would benefit massively from this and it would be such a good thing for them to have access to.
- This would be an amazing addition for everyone.
- This would be a well-used area and lots of people come from outwith bridge of don too, my son has enjoyed speaking to older people who have helped him with hints and tips (he is only 8 and is enjoying his BMX) so this could be such a great community for all ages, and great for spending time as families too as we have enjoyed learning about BMXing and skateboarding together!
- Would be a great idea. Would bring lots more kids to the skatepark and the playpark. Use it or lose it!
- Would make skating at bod way more inviting and good for the community.

Design Considerations

- Better path up to the skate park, a section for younger and older children to keep separated so the younger one could use it without feeling like they are a nuisance to older children/ adults who are more advanced using the current park at times.
- Concrete surface at present is so rough and uneven it is practically unskateable, ok for BMXing. It would be fantastic to see this Skatepark extended and upgraded, there is ample room to hopefully create something very special, which would hopefully benefit the North Side of the City as a whole. Thank you for involving us, the Skatepark Users
- Current skatepark is in a great location, layout works well but the harsh edges at the bottom of the ramps really take the fun out of it.
- Draft plans look good, big improvement over the current park.
- fully support an extension, just dinna build a bloody bowl a good mix of 'street' and transition will keep most people happy.
- If we do get a bowl, it would be good to have it with tiles on the coping, it would be a nice addition.
- It is old and tired for not being very old, filled in the concrete multiple times myself Stair leads up corroded to a lip so not usable.

- It is not very good right now - needs to get better.
- Just hoping it can become at least a little bigger to be honest.
- Lights
- Make sure there is a skate head on site so the contractors do not install features the wrong way round - like the block at the existing park.
- The current skatepark is very dated and under used with poorly sized obstacles and little variation level of difficulty but is in a good location. An upgrade with modern obstacles/layout and increased facilities would create a community hub based around sporting activities which have been shown to offer huge benefits both physically and mentally and give the local youth an outlet where they can focus on improving their skills.
- The kink banks if being kept need a lot better transition rough on skateboards hard to keep speed at time.
- The last thing Aberdeen needs is another park full of mid-sized quarter pipes, Banchory could have been great, but they botched it. same with the TX revamp. Keep it simple functional and fun.
- The new skatepark in Banchory is fabulous and is always busy so a design and size similar to that would be fabulous for the Bridge of Don skateparks.
- The park should cater to a range of levels. Starting at toddlers on scooters/balance bikes up to advanced skateboarders/bmxers.
- We just need a new larger park which can be used by the youngest and older kids. Make sure is safe for various group ages.

Comment of Support

- 100% support this project.
- Cannot wait to use it when done and the kids too.
- Excited to see it happen.
- Good luck guys!!! Keep up the fight.
- Having separate areas for more experienced skaters and younger ones
- Hope it goes well.
- I hope this happens.
- I hope we get it soon!
- I think what you are doing is great! Hopefully we can replicate what they have done in Banchory 👍
- Long overdue, great to see the wheels are rolling on the extension I wish you all the best 👍
- Must happen will be a great thing for Aberdeen.
- Pls, make it happen will use daily.
- Really hope this happens.

Comments or Suggestions on Management and Operations

- Any space provided would need looked after and kept in good condition, with regular maintenance and up keep.
- Needs CCTV cameras to deter youths from drinking and smashing bottles everywhere.
- The skatepark needs areas for all ages, my son is 5 and finds the ramps too big and intimidating. Cannot wait to see the project come to fruition!!

Other Comments

- Happy to be contacted if felt necessary. I have some experience in skatepark development and been an active skateboarder in Aberdeen most of my life.
- The current skate park is having adequate facilities it does not need to be expanded.
- We really enjoying park already.
- Would like to see a pump track, there is one below the school but it has been there a lot of time and is not looked after by the council

Greenbrae School
Greenbrae
Crescent
Bridge Bridge
of Don
Aberdeen
AB23 8NJ

9.6.2023

Chair of BOD Skatepark Group
17 Cardens Knowe
Aberdeen
AB22 8PE

Dear Mr Belka

We are excited to hear that there is going to be a new exciting skatepark.
The old one is a bit dangerous, but if you fix the cracks so people's feet and wheels won't get stuck in them

Firstly, a new skatepark will make people significantly more healthy because. Skateboarding uses every muscle in the body, so it's a great way to build up your strength. You'll engage your core as you work to keep your balance, especially on uneven surfaces.

Secondly, a lot of people around 750,000 people in the UK participate in some type of skateboarding activity

Thirdly, it will be a lot better than the last one, more exciting and more people. If it's bigger than the last one more people will be able to use it.

Yours sincerely,

Nathan and Josh.

Greenbrae School
Greenbrae Crescent
Bridge of Don
Aberdeen
AB23 8NJ

7 June 2023

Chair of BOD Skatepark Group
17 Cardens Knowe
Aberdeen
AB22 8PE

Dear Mr Belka

We are primary seven pupils at Greenbrae School. We are excited and intrigued about a new skatepark. Currently, we are also concerned about the safety and structure of the Westfield Park skatepark in 2023. We are writing to tell you why we strongly agree that it should one hundred percent get an upgrade.

Firstly, the condition of the skatepark is, in our opinion, a concern. There are gaps between ramps, chipped and it badly needs an upgrade. A change in skatepark would be great because it is not only skaters who use it, but people can also use it for their bikes and scooters.

Secondly, if we got a new skatepark it would be massively appreciated by the community. The current skatepark was made in 2005, 18 years ago. Many times, people have almost or got injured using the skatepark.

Finally, if we got a new skatepark, people will be wanting to go out and try it. Statistics show that the more active people have a better academic life, which means healthier for your brain if you're able to go out and try new things. There is roughly a quarter of a million skateboarders in the UK and this is on the increase. Making a new skatepark, would get more people trying it out.

To conclude this letter, we agree that we should get a new skatepark. Firstly, we believe we need a new modern upgraded skatepark which is safer and accessible by all. Secondly, we need more outdoor facilities to promote better mental and physical health. Thirdly, we would definitely use a new skatepark. We strongly agree that we should get a new skatepark.

Your sincerely,

Cameron and Harry

Greenbrae School
Greenbrae Crescent
Bridge of Don
Aberdeen
AB23 8NJ

7 June 2023

Chair of BOD Skatepark Group
17 Cardens Knowe
Aberdeen
AB22 8PE

Dear Mr Belka

We are primary seven pupils at Greenbrae school. We are intrigued about the proposals for a new skatepark in Bridge of Don. We are writing to you to express our support for £350,000 to be spent on a new skatepark. We have thought of many reasons why we need a new skatepark in Aberdeen.

Firstly, while I was on my skateboard at the Westfield Park skatepark, I tripped because there were loads of cracks and potholes in the ground. We think that we should have a new skate park and get rid of the old one to prevent injuries and accidents. The skate park we have right now was built in 2005, so it's pretty old and as a child who does enjoy skateboarding, I do not feel safe there.

Secondly, in the little blue shed at the skatepark I usually see some people messing around and being inappropriate while there are young children around, so it's not safe for young children. People aren't going to the skatepark because it is dirty and dangerous. This has an impact on their mental and physical health. They don't want to go. There have been over 200,000 skateboard injuries in the UK and we certainly do not want this number to increase by the use of dilapidated, old skateparks.

Lastly, while we are at the skatepark some people use it for different things and disturb people while they are trying to enjoy their time at the skatepark and learn new skills. In 2020 there were over 750,000 people enjoying their time skating so if we spent £350,000 it would be worth it and make skating more enjoyable for everyone and stop them spending money to do what they enjoy the most.

To sum it up, we all want a new skatepark because it should get more people interested and active in skating, it will help a lot of children's mental health and Bridge of Don needs a new, modern, upgraded skatepark. We can't wait to go to the new skatepark. Good luck!

Yours sincerely,

Scott and Lexie

Greenbrae School
Greenbrae Crescent
Bridge of Don
Aberdeen
AB23 8NJ

8 June 2023

Chair of BOD Skatepark Group
17 Cardens Knowe
Aberdeen
AB22 8PE

Dear Mr Belka

We are extremely excited about the idea of improving the skatepark in Bridge of Don. We are very concerned about the state of the current skate park though. In this letter, we will list reasons why it would be such a great idea to change the skate park.

Firstly, we are concerned about the size and how dangerous it is. It was made in 2005. The reviews online are not good and state that the condition of the park is not the best. People are concerned for themselves and their children's health and safety, due to the unsafe ramps and how old it is. There are also items that are left there and could be sharp and dangerous to young children such as, glass, sharp plastic, vapes.

Secondly, we know there is only one skatepark in Bridge of Don. The access to the skatepark is not good enough for people who may live further away. Having to drive to the skatepark can be bad for the environment. If someone would like to go there but can't, that is stopping them from getting exercise, which can be a benefit for their mental and physical health. Not being able to go outside is also stopping young children from socialising and getting fresh air.

Thirdly, lots of people like to skateboard and it would be great to make it bigger for more people to go. The number of skateboarders in the United Kingdom today range from 60,000 frequent participants to 300,000 casual skaters. In 2020, around 750,000 people in the UK participated in some type of skateboarding activity. Skateboarding is also great for any age.

To conclude, we hope it is clear to understand why this skatepark needs to upgrade. Firstly, for safety hazards. Secondly, there is only one skatepark in Bridge of Don and it needs to be improved. Thirdly, there are lots of people who like to skateboard and making it bigger would be necessary.

Yours sincerely,

Mya and Liv

Greenbrae School
Greenbrae Crescent
Bridge of Don
Aberdeen
AB23 8NJ

7 June 2023

Chair of BOD Skatepark Group
17 Cardens Knowe
Aberdeen
AB22 8PE

Dear Mr Belka

We are primary seven pupils at Greenbrae school. We are very intrigued with the idea of building a new skatepark in Bridge of Don. Considering the state it is in now, we will discuss some reasons why it would be a good idea to build a new skatepark.

Firstly, the skatepark was built in 2005, that's nearly 18 years ago. This means, the skatepark, in our opinion, is extremely dangerous and has cracks and false ramps. According to Aberdeen Live, the daily average number of people going to the skatepark is 17. We believe this number would quadruple and more people would like to go to a more modern skatepark. We have also seen lots of inappropriate graffiti and this makes parents not take their kids to the skatepark which decreases the interest rate.

Secondly, we strongly believe that there are not enough outdoor facilities to suit all age groups. We are aware the modernisation would include a 20Mx30M increase for the size of the current skatepark in Westfield park; more people would like to go to the park.

Thirdly, the estimated number of skateboard users in the United Kingdom today range from 60,000 frequent participants, to 300,000 casual skaters. In 2020, around 750,000 people in the UK participate in some type of skateboarding activity. Therefore, we are certain that the number of skateboarders would increase.

Finally, in our opinion, the new skatepark would make a massive difference in the economy for skateboarders. It will also give people lots of fun and everyone of all ages will look forward to a new skatepark.

In conclusion, all ages would like and appreciate a new skatepark and everyone will use it for years to come. We hope you reach your goal of £350,000.

Yours sincerely
Amr and Isla

Greenbrae School
Greenbrae Crescent
Bridge of Don
Aberdeen
AB23 8NJ

7 June 2023

Chair of BOD Skatepark Group
17 Cardens Knowe
Aberdeen
AB22 8PE

Dear Mr. Belka

We are primary seven pupils at Greenbrae School and we are very interested in the new skatepark that possibly could be coming to Bridge of Don. We have some arguments about why the old skatepark needs modernising, and how the new skatepark will help the community.

Firstly, it would be better for it to be modernised because it would help people to be healthier. It would help children in school because studies have shown that healthy people concentrate more because when you exercise, your brain makes more connections which allow kids to focus more. Moreover, skateboarding is also a sport for all ages so it would help the community come together.

Penultimately, it's outdated and is in need of repair. Since it was made in 2005 and has not been updated since, the floors are getting bumpy, making it a hazard. If a new, upgraded park were to be built it would decrease injuries and have people have an even better time.

Finally, the upgrade will be good for the environment, due to it being outside and in walking range for a lot of people. It will decrease greenhouse gases and it will be better for Bridge Of Don because it will be a high quality skate park which would be great because it would meet the requirements of the suburb.

In conclusion, the upgrade would, in our opinion, be worth it. It would make the skatepark even more exciting for members of our community. More importantly, it would help decrease injuries in the park and give people the opportunity to lead more healthy lives. We are really looking forward to skating at the new, upgraded park.

Yours sincerely,

Darcie & Charlie

Greenbrae School
Greenbrae Crescent
Bridge of Don
Aberdeen
AB23 8NJ

7 June 2023

Chair of BOD Skatepark Group
17 Cardens Knowe
Aberdeen
AB22 8PE

Dear Mr Belka

We are Primary seven pupils at Greenbrae school, Aberdeen. We are writing to support your idea of making a new skatepark in Bridge of Don. We are going to supply you with reasons about why this would be a great idea. We think your proposal is excellent for the community.

Firstly, According to research, regular physical activity helps children improve cardiorespiratory fitness, build strong bones and muscles and control weight. Additionally, vitamin D levels go up. Vitamin D makes your bones stronger and protects you from getting diseases such as Osteoporosis.

Secondly, there are 350,000 skaters in the UK and we are hoping to improve those numbers by building a brand new enticing skate park. The current one was built in 2005 and has never attracted that many skaters but with a brand new one I'm sure many more people would come and have fun at the new skatepark.

Penultimately, there is only one skatepark in Bridge of Don, whilst the population is growing. In 2001 the population of Aberdeen was only 197,870 whilst now it is 213,688. Aberdeen has grown by 0.22% annually. There is also lots of inappropriate graffiti all over the skatepark which is helping kids learn words they shouldn't know. The skatepark has been around since 2005 so it is all ruined, there are loads of gaps, cracks and plants everywhere which is unsafe for children who enjoy playing there.

Lastly, As it is close, people can walk, cycle or skate there, which helps not put emissions into the air. Additionally you will not need to spend money on gas. Not many people go there currently but if it gets fixed up I'm sure many more people would go.

In conclusion, the new skatepark should be improved because of environmental reasons, the population of Aberdeen is growing and children need to be outside more.

Yours sincerely

Ben and Lucas

Greenbrae School
Greenbrae Crescent
Bridge of Don
Aberdeen
AB23 8NJ

7 June 2023

Mr Belka
Chair, BOD Skatepark Group
17 Cardens Knowe
Aberdeen
AB22 8PE

Dear Mr Belka

We are primary seven pupils at Greenbrae School. We are very excited about the proposal to build a new skatepark. We are going to give three arguments about why there should be a new skatepark in Bridge of Don.

Firstly, we are very concerned about the safety of the current skatepark. There are cracks in the ramps and the pavements that the wheels of the skateboard could get stuck in and break your skateboard or you could fall and hurt yourself badly. If we had a new skatepark that would reduce the cracks and the park would be more enjoyable and safer.

Secondly, in the UK there are 103,800 people who skateboard, which means that the park needs to be upgraded. The skatepark is one of the local park which means that you can walk to it but since the park has not been upgraded that means that people need to drive to another skatepark which causes pollution and that is terrible.

Thirdly, the design of the skatepark is 18 years old and needs to be modernised because the world is evolving and it needs to as well. Which means that the skatepark needs to be upgraded.

In conclusion, we 100% agree with the new skatepark which Bridge of Don needs. The problems we mentioned above are just too much that is why the skatepark needs to be upgraded.

Yours sincerely,

Daniel and Joshua

Greenbrae School
Greenbrae Crescent
Bridge of Don
Aberdeen
AB23 8NJ

7 June 2023

Chair of BOD Skatepark Group
17 Cardens Knowe
Aberdeen
AB22 8PE

Dear Mr Belka

We are primary seven pupils from Greenbrae School, and we are very intrigued by your idea to build a new skatepark in Bridge of Don. We are writing to you to explain why it would be a fantastic idea for the community. We know that there is a lot of money needed for this project, and we hope this will help raise support for this project. We have been intensely thinking about arguments to support your cause. We have come up with reasons, and we will now share them with you.

Firstly, skateboarding is a really good hobby to have, and it is really easy to get into. We know this because one of our peers in P7 has recently taken up skateboarding, and he often shares the fun he has. Unfortunately, he has to travel to Transition Extreme to use their facilities. As a result, building a brand new skate park would really benefit new skaters and current skaters as well. In the UK alone, there are around 80,000 day to day skaters, and roughly 300,000 casual skaters. We believe this number could increase drastically with a new skate park in Bridge of Don.

Secondly, more and more people are moving into Bridge of Don. This raises a concern, as there isn't enough space in the current skatepark and injuries could increase. A new skateboarding facility would really help bring injuries down, and encourage new skaters into the sport.

Finally, in our opinion, the current state of the skatepark in Bridge of Don, is a disgrace. We have seen tons of cracks, inappropriate graffiti and the skatepark is not optimal for use. This reason could increase injuries a lot more, especially when more people are moving into Bridge of Don. This could really support the argument for a new skatepark.

To conclude, we are looking forward to the new skatepark. We hope you support our reasoning above. If we all come together and raise enough money, we can reach the target of £350,000. We hope you understand how interested we are, and hope to hear back from you soon.

Yours sincerely

Filip and Owen

Greenbrae School
Greenbrae Crescent
Bridge of Don
Aberdeen
AB23 8NJ

9 June 2023

Chair of BOD Skatepark Group
17 Cardens Knowe
Aberdeen
AB22 8PE

Dear Mr Belka

We are primary seven pupils at Greenbrae School and we are excited to hear about the plans for a new skate park. We all think that it is a spectacular idea because the current park, in our opinion, is in quite a dilapidated state.

Firstly, we 100% support you building the skate park because the last time we were there, we were disappointed to see inappropriate images and cracks, scraps and small potholes in the ground. If you build a new skate park, it will cause less injuries and increase the enjoyment for everyone.

Secondly, there are around 60,000 to 300,000 casual skaters in the UK and if there was a new skate park outside in bridge of don it would save people driving around to get to places like transition extreme and polluting the air.

Finally, if you do make a new skatepark there is a likely chance that more people will get interested in skateboarding and more people will get fresh air and have fun.

To conclude, we 100% agree with it and it will be enjoyable. Staggering number of people who skateboard is 60,000-30,000 around the UK. If you do make a new skatepark it will be amazing and there is going to be more skates.

Yours sincerely,

Flynn legg and Harrison Buchan.

Greenbrae School
Greenbrae Crescent
Bridge of Don
Aberdeen
AB23 8NJ

7 June 2023

Chair of BOD Skatepark Group
17 Cardens Knowe
Aberdeen
AB22 8PE

Dear Mr Belka

We are P7 pupils writing to you to support the proposal to upgrade Westfield Skatepark. In this letter, we will explain why spending £350,000 on a skatepark is definitely worth it. We will also explain lots of important reasons why this park should be upgraded.

To begin with, as you are aware, making a new skatepark would encourage children to spend more time outside and get active. Being able to get children outside drastically improves their mental and physical wellbeing. If you compare the weight of an unfit twelve year old to a fit twelve year old, you will realise the difference between 87 and 92 pounds is huge and just exercising or playing outside is enough. Also, if a child is active in their childhood, they live for 3.4 years longer.

Secondly, if a wonderful new skatepark is built, it would help all ages socialise and make friends. If children socialise it will immediately decrease feelings of loneliness. It also helps children be more confident in front of other people. Yet another valid reason to socialise with other people is to sharpen memory and it may even help you live longer!

Lastly, another great perk of building a new skate park is that since the community of Bridge of Don is growing rapidly and we need a larger skate park to hold the amount of people. The Bridge of Don community is still growing and we desperately need a new skate park to accommodate the amount of people coming to Bridge of Don.

To conclude, we need a new skate park! A new skate park would also decrease injuries and would encourage people to go outside. We really hope a new skate park is built to fix all of some of the problems stated in this letter.

Your sincerely,

Lucas and Lewis

Middleton Park

Jesmond Drive

Aberdeen

AB22 8UR

17/5/23

Dear sir/madam

My name is Benjamin Kirk. I am writing to you because I am very excited to remake the skatepark. I like the graffiti. Maybe you can add some more. I think you can add a bowl and a ledge and some bars to grind on. You can make it available for bmx skateboard roller skate roller blade.

Your sincerely Ben Kirk

Middleton park
Jesmond drive
Aberdeen
AB22 8UR

Wednesday 17th of May

Dear Sir/Madam,

My name is Naomi Thomson and I'm writing to you about the skatepark in Westfield park. I usually use it once a week. I go on my bike and I really enjoy it.

Firstly, I think that it needs to be cleaned up, the benches are covered in paint and bird poo. In my opinion you should replace the shelter altogether. It is old and disgusting.

Additionally, I would like the path to the skatepark to be done up, it is too gravelly which means my bike can't get across it very well.

I would quite like it if you could add more ramps and other things that bikes can use, I think the park can be made a lot more accessible.

Finally, I think you should add more litter bins and benches, so that there's more places for people to rest and put they're litter in.

I can't wait to see the new skate park,

Yours sincerely Naomi Thomson

Middleton Park
Jesmond Drive
Aberdeen
AB22 8UR

wednesday 17th May 2023

Dear sir/madam,

My name is Katie and I am writing to you about the new skatepark. I have some ideas about what you could do to make it better.

First of all, the skatepark right now is a bit dirty. There is quite a lot of litter and there should be more bins. And the shelter is disgusting! I think you should replace it altogether. The path is quite hard to go on on bikes and other things because it is too gravelly so maybe add a path or ramp.

And the actual skatepark, maybe add more ramps and ledges and a bowl. And more things for bikes to use? Thank you for taking the time to read this letter.

Yours sincerely
Katie



Middleton park
Tusmond drive
Aberdeen
AB22 8UR

Wednesday 17th May 2023

Dear Sir/Madam

My Name is Torgie Cooper and I am Writing to you to try and perswade to and give you ideas for the new and improved Skate park!

I have lots of great ideas for the skate park Such as getting a big bowl for us to use and have fun on, I also hope you can keep the ansome Space jam graffiti. I think so more stuff for roller blades / Skates Would be good.

I also feel like you should build a brand new Shelter because it is a bit grubby and unsuitable for the park. As well as the path. I think it would be good to get a ramp to help people with all equipment and Modes of transport to get easy access to the Skate park

I appreciate you taking time to read my letter and I hope it helped.

yours faithfully
Torgie Cooper

Middleton Park
Jesmond Drive
Aberdeen
AB22 8UR

Wednesday 17th May
2023

Dear Sir/Madam,

I am writing to tell you that I am very excited that we might be getting a new Skatepark. I have a couple suggestions on how we can improve the park.

First things first I think the Shelter needs to be replaced the one we have is dirty and Smelly.

Secondly I think you should make it easier to access maybe a ramp?

Thirdly I think that it would be cool if there was a bowl for us to play in.

Lastly I think to make it prettier we could have some flowers and someone to pick up all the litter.

I can't wait to see what you come up with!

Middleton park
Jesmond drive
Aberdeen
AB22 8UR

Wed 17th May 2023

Dear sir/madam

My name is Laura. I'm 10 years old in primary 6 and I am writing to you because I am very interested in the new skate park. I have a few ideas to share with you on how to make it better.

Firstly, the skate park is a bit dirty so I would be grateful if you could add some more bins and clean it up a bit.

Secondly The shelter is terrible so it would be great if you could replace it.

Thirdly, there needs to be more ramps and it would be great if you could add a bowl.

Lastly, it is too gravelly and it's hard to ride my bike. Thank you for reading this letter and I hope you think about my requests!

Yours sincerely Laura.

1st Parkway Guides

c/o 20 Foveran Rise

Bridge of Don

Aberdeen

AB228NG

15/06/23

Support for Bridge of Don Skate Park Redevelopment

To whomever it may Concern,

1st Parkhill Guides are a Guide Unit with 28 members and we have a large waiting list. Our group is part of Girlguiding UK and we want to encourage the girls to be active and challenge themselves with new activities. This age group is between 1 – 13 and they all love the new Westfield Park which has had several improvements over recent years in terms of the play equipment. We discussed the proposed skate park redevelopment at Guides and all the members were in agreement that the current skatepark is limited and they would love to use a larger purpose built facility within the park for skateboards, bikes and scooters as they feel there is limited things to do for their age group in the local area.

They have been used to going to the park with parents etc when they were younger but feel that this new facility would be ideal to go and meet their friends, hang out, have fun and keep fit in one place.

Our girls all support this proposal and hope that it gets built as soon as possible so that they all benefit from improved facilities.

Regards,

Leadership Team

Vicky, Christine, Erin and April

From: **Alison Alphonse** <aalphonse@aberdeencity.gov.uk>
Date: Sun, 28 May 2023 at 11:09
Subject: RE: Bridge of Don Skatepark Group - Letter of Support Request
To: Bod Skatepark <bodskatepark@gmail.com>

Hi Kirsten,

I am delighted to give my total support to the Bridge of Don Skatepark Group who are working hard to redevelop and expand the existing unfit for purpose facility. They still have a lot of fundraising to do however, now that there has been a donation from the Common Good fund and others, through their fundraising and other possible revenue streams, I'm sure they will deliver a skatepark that the community will utilise and be proud of. I wish them every success.

Councillor Alison Alphonse

Elected Member for Bridge of Don SNP



29th May 2023

To whom it may concern

The news of a redeveloped skatepark within the Bridge of Don has certainly caused some excitement within our area.

The location of the skatepark is perfect, right in the middle of the community in Westfield Park, with easy access for walking, public transport and with parking close by. This area is already known by many local people of all ages, who use the current skatepark and the other facilities on a regular basis. This enhancement will only increase the foot fall in the area, bringing more people within the community together.

Skateboarding is a very popular activity and is not only by the younger generation but also by the young at heart too. This enhancement will allow more people to enjoy, I have a vision of families completing their runs together, and having a great time. Getting more people outdoors for a break from technology is always a good thing. To have an enhanced dedicated place to do this activity in a safe environment is very important, taking away the worry of where the activity may otherwise be undertaken.

We have seen how important the current skatepark has been to the community, the new enhanced skatepark will continue in the the same vein. The group of volunteers who are leading this are so very passionate, they are proactive in getting the word out there, of what is to come, with some great fund raising activities.

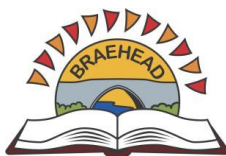
The A Better Bridge of Don is a sub group of the Community Council, this group consists of several groups within the Bridge of Don who work together to improve things within our area for the community. This letter is to give our support for the redeveloped skatepark and the enjoyment and fun it will bring to our community.

A handwritten signature in blue ink, which appears to read 'Karen Pratt'.

Karen Pratt

A Better Bridge of Don - Chair

Bridge of Don Community Council - Chair



Braehead School, Braehead Way, Bridge of Don, Aberdeen AB22 8RR
Telephone No 01224 – 702330 email braehead@aberdeencity.gov.uk

20 April 2023

To Whom It May Concern,

BRIDGE OF DON SKATEPARK DEVELOPMENT GROUP

We are delighted to hear that the Bridge of Don Skatepark Development Group have received funding from the Common Good Fund to enhance the current facility.

As a local school, literally right beside the park, we are so excited to hear of this amazing opportunity for the children of Bridge of Don.

We are happy to support this venture and support any fundraising opportunities.

Yours sincerely

Diane Duncan
Head Teacher



Mrs Elaine Page
Head Teacher
Tel 01224 825062

Email danestoneschool@aberdeencity.gov.uk



ABERDEEN
CITY COUNCIL

Danestone Primary School
Fairview Brae
Bridge of Don
Aberdeen City Council
AB22 8ZN
Friday 9th June 2023

To Kaleb Belka

I would like to share my support for the proposed Skate Park in the Bridge of Don. As Head Teacher of Danestone school I know that there is a lack of suitable places for the young people to play safely out of school in this area. I think a skate park would be a welcome addition to our community.
If you need any more information, please contact me at the school.

Yours faithfully

Mrs E. Page

Mrs Elaine Page
Head Teacher

Danestone Primary



'Be the best you can be!'





Bod Skatepark <bodskatepark@gmail.com>

Support Letter

1 message

alan.mcconnachie159@btinternet.com <alan.mcconnachie159@btinternet.com>

29 June 2023 at 16:18

To: "bodskatepark@gmail.com" <bodskatepark@gmail.com>

Hi,

My Wife and I live in the Bridge of Don. We run the Bridge of Don Farmers Market in conjunction with the BOD Men's Shed.

We have hosted the Skatepark fundraising and awareness stall on a number of occasions and have seen a high level of interest from all ages of the public visiting our Market.

We believe that the Bridge of Don being an exceptionally large community would benefit greatly from a vibrant and active Skatepark. It would generate interest from teens to young adults and give parents a safe environment for their family to gain experience and skills in a growing pastime / sport.

We wholeheartedly support the group's efforts to further expand the park and its activities.

Alan & Kim McConnachie

[13 Donmouth Road](#)[Bridge of Don.](#)[Aberdeen](#)[AB238DT](#)Sent from [Outlook for iOS](#)



Friends of Westfield Park
42 Turnberry Crescent
Bridge of Don
Aberdeen
Ab22 8pd

Dear sir/madam,

I am writing in support of Bridge of Don Skatepark group's proposed redevelopment of BOD skatepark. Friends of Westfield Park are a group of volunteers of varying ages from 25 to 75 who work towards improving and maintaining Westfield Park.

Bridge of Don Skatepark is popular with all ages, but we feel that a bigger and well designed skatepark will help cater to all needs from beginners up to advanced levels. A new skatepark area will help support fitness and mental health in the local community as it will give people an opportunity to take part in a sport, improve their skills and confidence levels and help relieve or escape any stress after a busy day at school or work. At a time when the council are closing many sporting facilities, we need to create more opportunities for physical activity.

Skating provides a fantastic workout for the whole body, improves balance/brain development, can help to improve your mental health and self-discipline which I feel is very important after the past few years of living under covid regulations. Mental health has drastically been affected over the past few years and anything we can do to improve this for the local community is positive.

The current skatepark is in desperate need of redevelopment. It would benefit from an expansion and redesign to make the area fit for all ability levels of skateboarders, scooters, inline skaters and BMX riders and including new obstacles would increase the variety that is on offer. We feel it's important to have a safe environment like a skatepark for people to enjoy rather than using other urban areas/disused businesses that aren't fit for purpose, may cause injuries or damage to property. Bridge of Don is a large residential area and for its size there aren't as many facilities for children and adults to enjoy outdoors as we would like, so it will give the local community something free to do with their families and a space for people to socialise and meet new people which would build on community spirit.

The location next to Westfield Play Park is a great central location as many paths lead to it from all over the area, it has good parking facilities, and it is also supported by many bus routes making it accessible for people from all over the city.

We are confident Bridge of Don Skatepark group will achieve their goal and the Friends of Westfield Park are happy to support it in any way we can.

Yours sincerely

Anneka Duncan
Chairperson, Friends of Westfield Park

26/05/2023, 00:12

Gmail - RE: Letter of Support - BOD Skatepark Redevelopment



Bod Skatepark <bodskatepark@gmail.com>

RE: Letter of Support - BOD Skatepark Redevelopment

Joseph Coleman <J.Coleman@sportaberdeen.co.uk>
To: Bod Skatepark <bodskatepark@gmail.com>

11 May 2023 at 10:45

To whom it may concern,

I give my full support to the The Bridge of Don Skatepark Group's project to expand and revitalise the existing skatepark in Westfield park. The benefits that these facilities bring to a community are immeasurable and the proposed expansion will create new opportunities for the local residents and the wider population of Aberdeen to get active, socialise and foster a sense of ownership and pride within their community.

With a growing local population, rising living costs and increased levels of mental health issues among young people I feel it is crucial that communities have access to public facilities that challenge them and encourage physical activity as well as acting as hub of inter-generational interaction which skateparks do so well.

I am happy to be contacted for further discussion if necessary.

Joe Coleman

Lead Community Sports Hub Coordinator



4th Floor I The Bridge I King's Way
Bridge of Don I Aberdeen I AB23 8BL

07786695239 | jcoleman@sportaberdeen.co.uk | www.sportaberdeen.co.uk



Sport Aberdeen is a company limited by guarantee, registered in Scotland (company number SC350981) and a registered charity regulated by the Office of the Scottish Charity Regulator (charity number SC040973)

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1/3

Councillor Jessica Mennie
Member for Bridge of Don
Town House
Aberdeen
AB10 1AQ

Bridge of Don Skatepark Group
Aberdeen

To whom it may concern,

Subject: Letter of support for the redevelopment and expansion of Bridge of Don Skatepark

I am writing to express my strong support for the redevelopment of the Bridge of Don skatepark situated in Westfield Park, Aberdeen. I am one of the local councillors representing the area of Bridge of Don and have worked with the group since they established.

Firstly, I wish to extend my wholehearted confidence in the group, who are made up of a team of enthusiastic, passionate, and very capable individuals. There is no doubt in my mind that this group will deliver a first-class skate park for the community with the right resource and support. They are an organised, knowledgeable, and driven team with the right expertise to bring this well needed community asset into fruition.

The proposal to revamp the skatepark is not merely an upgrade to a recreational facility; it represents a significant opportunity to foster community empowerment, enhance wellbeing, and promote outdoor play for children and young people. The following are just a few of the numerous benefits that this project will bring to our local area:

1. **Community Empowerment:** The redevelopment of the skatepark is a result of the proactive efforts and collaboration of our community members. This project exemplifies the power of collective action, as individuals and local organisations have united to raise funds, contribute resources, and offer support. By investing in the aspirations of our residents, we are fostering a sense of ownership and empowerment that strengthens the fabric of our community.
2. **Wellbeing and Recreation:** The redesigned skatepark will serve as a safe and inclusive space for people of all ages, backgrounds, and skill levels. Encouraging physical activity and outdoor play is crucial for promoting healthy lifestyles, increasing physical and mental wellbeing. In particular it will provide an outlet for local children and young people to engage in active play, helping to improve their physical health, coordination, and overall wellbeing.
3. **Social Interaction and Cohesion:** Westfield Park has long been a gathering place for our local youth and families, fostering social connections and promoting positive interactions. The redeveloped skatepark will create an even stronger sense of community by providing a high-quality facility where individuals can come together, build friendships, and engage in shared experiences. This will contribute to the social fabric of the Bridge of Don community and enhance civic cohesion.

4. Widening Opportunities: With the cost-of-living crisis, families are more pinched than ever. It is important that communities invest in activities that are open and free to use. This particular sport facility will be free to use, and accessible for everyone. It will be a rare and a welcome addition to Bridge of Don, supporting and encouraging a healthy and active lifestyle for its population. A skatepark will be used by a wide range of people, from parents with young children, families, adolescents, and older adults.

I firmly believe that investing in the redevelopment of the skatepark aligns with our shared vision of creating a vibrant, inclusive, and healthy community. I encourage you to carefully consider this proposal and extend your support to ensure the realisation of this important initiative.

Thank you for your attention to this matter, and I look forward to the positive impact that the redeveloped skatepark will have on the Bridge of Don community.

Yours Sincerely,

Councillor Jessica Mennie
Aberdeen City Council
Member for Bridge of Don

Ash Armstrong
Tippethill
Hatton
Aberdeenshire
AB42 0RS

Letter of Support re: Bridge of Don Skatepark Development Project

1st June 2023

To Whom It May Concern:

My name is Ash Armstrong and I am BMX / action sports enthusiast, experienced BMX rider and coach, living in Aberdeenshire. I am writing to express my full support for the Bridge of Don Skatepark development project, an exciting and much needed improvement of the currently underutilised facility in Westfield Park.

I have been following the growth and resurgence of sports such as BMX, skateboarding ect over the past decade and believe the North East of Scotland should be investing in the facilities to meet the demands. This increase is partly due to success of BMX & skateboarding being introduced to Olympics as well as a growing body of evidence that activities such as these can bring long term positive change in mental health as well as physical benefits exercise & movement brings.

There is currently limited access to safely participate and learn about action sports in the North East, with only one indoor skatepark facility – which can be inaccessible to many. Many skateparks, including Bridge of Don as it stands, are out of date, poorly designed, not maintained and lack suitable obstacles to aid progression. This leads to the facility being underutilised and often abandoned & relinquished as a ‘waste of space/money’. With proper consultation, design and input from community and partners these spaces can become an asset to the council rather than a hindrance.

As a coach of BMX Freestyle and other wheeled sports I could see myself using the facility on a regular basis and would love the opportunity to work with groups or individuals keen to try action sports and progress their skills. I am also keen to support fundraising efforts and help with future developments of the park. I am currently developing my own BMX coaching enterprise and my main goal is to increase participation and improve understanding of action sports.

I look forward to hearing more about this project and want to share my full support.

Kind Regards

Ash Armstrong

Bridge of Don & District Men's Shed
Oldmachar Community Hall
Jesmond Drive, Bridge of Don,
ABERDEEN
AB22 8UR

OSCR Registered Charity
Charity No ~ SC047762
E.mail - bodanddmensshed@aol.com
Facebook - <https://www.facebook.com/BridgeofDonMensShed/>

25/04/2023

Hi Holly, I have done a wee bit of research on skateparks and given your request for support for the proposed skatepark a wee bit of thought, so here goes, I hope it's OK.

1. A Skatepark has been shown to improve the health and well-being of its users, reducing social exclusion and anti-social behaviour. The proposed Bridge of Don skatepark will not only benefit users, but will also be seen as an asset to the whole Community.
2. A skatepark in the Bridge of Don would offer its users an outdoor experience, along with healthy exercise for them and is the third most popular recreational activity for teenagers. Finding an activity that gets them off the couch and keeps them in shape, is vital for the youth of today, especially in this time of a national health crisis.
3. Skateboarding is a relatively inexpensive activity that requires little equipment, provided there is a safe place to enjoy it, such as the proposed project for the Bridge of Don, which can also help bind our community together and is much safer than skateboarding in the street.
4. A well-designed and constructed Skatepark in the Bridge of Don will last for many years needing little maintenance, as some have been operating for more than 30 years with little more than the odd tidy-up.

Stay Safe

Kind regards,

Eric
Shed Secretary.



Bod Skatepark <bodskatepark@gmail.com>

RE: Bridge of Don Skatepark Group - Letters of Support

Mhairi Deacon <MDeacon@aberdeencity.gov.uk>
To: "bodskatepark@gmail.com" <bodskatepark@gmail.com>

18 May 2023 at 08:43

Good morning Kirsten,

Thank you for your email and update on the skatepark group's efforts. You have done an amazing job so far, I wish you lots of success and hope the group achieve an amazing resource for the community.

I've asked staff here to help support your group by providing some drawings of the children's vision for the park. I've also suggested we give the children some time in class to complete the survey so you get some decent feedback.

I would fully support the project and the group's efforts in achieving their goal for the children of our community. They would love a new skatepark and it would become a central meeting point and place to socialise with a purpose. If used for the right reasons, it will really boost the children's health and wellbeing, in both their physical health and mental health too. There's also the potential to meet other young people from around the community and create new relationships out with their own schools.

Good luck with the rest of the journey.

Kind regards,

Mhairi



Mhairi Deacon | Head Teacher

Aberdeen City Council | Middleton Park School |

Jesmond Drive | Bridge of Don | Aberdeen | AB22 8UR

Direct Dial: 01224 820873

<https://middletonpark.aberdeen.sch.uk/> Twitter: @park_middleton

www.aberdeencity.gov.uk | Twitter: @AberdeenCC | Facebook.com/AberdeenCC

**ABERDEEN CITY COUNCIL
INTEGRATED CHILDREN'S AND FAMILY SERVICES**

Tel: 01224 703331

Twitter: @ScotstownS

Email: scotstown@aberdeencity.gov.uk

Website: [Scotstown School \(google.com\)](https://www.scotstownschool.co.uk)



**Scotstown School
Scotstown Road
Bridge of Don
ABERDEEN
AB22 8HH**

25 May 2023

Dear Kirsten and the Bridge Of Don Skatepark Group,

I was thrilled to hear of the project in the area and the amount of money raised by the dedicated volunteers to support this worthwhile cause. Providing opportunities for children to engage in positive extra-curricular activities is crucial, particularly sporting/active pursuits, and this will be well-received by many of the pupils here at Scotstown School.

Development of the local community and area are crucial to reducing anti-social behaviours and providing young people with a purposeful, engaging outlet for their seemingly boundless energy!

I strongly support the project and look forward to hearing about the progress, and sharing this with some very excited pupils who will be keen to use it.

Yours sincerely,

Lara Sharif
Head Teacher





Your Ref:
Our Ref: SS/BODSPG05/23
Contact: Steven Shaw
Location:
Email: stevens@aberdeencity.gov.uk

Date: 3 May 2023

Kaleb Belka
Chair
Bridge of Don Skatepark Group

Dear Kaleb

Bridge of Don Skatepark Group

I can confirm Aberdeen City Council's Environmental Services fully support the skatepark project at Westfield Park.

As Environmental Manager for Aberdeen City Council I have responsibility for Westfield Park, surrounding local greenspace and play areas. I welcome the proposal and see it as being an exciting addition to Westfield Park.

I am confident that the proposals set forward by the Bridge of Don Skatepark Group will be of huge benefit to the Bridge of Don area, both for its residents and visitors to the area.

I wish the project every success and please let me know if I can be of any further assistance.

Yours sincerely

Steven Shaw
Environmental Manager

Aberdeen City Council
Operations & Protective Services
Altens East Recycling & Resource Facility
Hareness Place
Aberdeen AB12 3GX

Did you know you
can access our
services online at
aberdeencity.gov.uk

The Reverend Louis Kinsey
St Columba's Church of Scotland
Bridge of Don
Aberdeen
AB22 8UG
tel 07787 145918
email: lkinsey@churchofscotland.org.uk

26th May 2023

Dear Kirsten,

As the minister of St Columba's Church of Scotland, I am writing to indicate the support of the congregation of St Columba's Church for your project towards the construction of a new skatepark in Bridge Of Don.

In June 2023 the congregation of St Columba's Church will celebrate the 40th anniversary of the opening of our church building at the top of Westfield Park, here in Bridge of Don. In those 40 years, our congregation has played its part, along with other community groups, to serve the needs and to improve the well-being of the growing community in which we all live. The many thousands of people who live here in Bridge of Don are soon to be joined by a great many others, once the construction of new housing to the east of the community is completed. Here at St Columba's Church, we feel there is a great need for the provision of more, and better, community facilities.

Our church building, as you know, is situated at the very top of Westfield Park. We know better than most people how very well used Westfield Park is. People of all ages use Westfield Park on a daily basis for sport, leisure, recreation, health and well-being. Lots of young people can be seen every day, enjoying Westfield Park in a wide variety of ways.

At St Columba's Church, we feel very supportive of the idea of a new skatepark.

Many years ago, when the existing skatepark was first built, it was new and exciting. But now there is a need for something more, and better. There is a need for an excellent skatepark to support a community that is already very large, and which is still growing. A new skatepark would be a valuable enhancement to Westfield Park, which is growing in importance as a place of recreation, health and wellbeing, right at the very centre of our community.

St Columba's Church wishes your project well. We hope that you are successful in every respect, and that the eventual result will be a marvellous, new skatepark, bringing a great deal of happiness to lots of people, and greatly enhancing our community for many years to come.

Yours sincerely,



Louis Kinsey
Minister, St Columba's Church of Scotland



Bridge of Don Skatepark Group

Bucksburn Local Policing Team
Telephone 101

Westfield Park
Bridge of Don
ABERDEEN

25th July 2023

Dear Sir/Madam,

I am pleased to write to you in support of the proposal to redevelop and expand the Skatepark in Westfield Park, Bridge of Don, Aberdeen.

Police Scotland's purpose is to improve the safety and wellbeing of people, places and communities in Scotland. The Bucksburn Local Policing Team are supportive of community activities; such as these improvements to the skatepark, which help to divert people from anti-social behaviour and may reduce and prevent crime.

As we take steps to recover from the COVID-19 pandemic, it is important to create and embrace opportunities to increase the physical and mental wellbeing of people in our local communities.

I am in no doubt that improvements to this facility will be an asset to the local community, benefitting a wide range of people in the area and will complement the ongoing work of other local community groups attempting to develop and improve the facilities, activities and opportunities for young people and all people within the community.

I wish you well in your funding application and the Bucksburn Local Policing Team are happy to provide any assistance we can going forward.

Yours Sincerely

Sergeant Fiona Duncan

Skatepark & Ground within Westfield Park	
Property Address:	Skatepark and Adjacent Ground within Westfield Park
Landlord:	Aberdeen City Council, Marischal College, Broad St, Aberdeen, AB10 1AB
Tenant:	Bridge of Don Skatepark Development Group SC053247
Demise	Skatepark: 525sq.m. Adjacent Ground circa 500sq.m. Boundaries TBC
Lease:	New lease
Lease Commencement Date	Upon conclusion of Missives or confirmation of funding being secured
Lease Term	20 Years
Break Option	The Landlord will have the opportunity to break from the lease on the expiry of the 3 rd year, subject to 3 months written notice in advance, if funding for the project has not been secured
Rental	£1.00 per annum if Asked
Rent Review	n/a
Alienation	Not permitted without the Landlord's prior written consent
Insurance	The tenant will be required to hold Public liability insurance to the level of £10,000,000.
Repairing Obligations	Full repairing and Insuring Lease
Legal Fees	Each party will bear their own legal costs incurred in the transaction
Tenant's Solicitor	TBC
Landlord's Solicitor	Legal Property team, Marischal College, 1 st Floor South, Broad St, Aberdeen
Terms & Conditions	ACC to continue operational maintenance of the ground until construction starts on the new skatepark.
	Construction will start within 3 years of the conclusion of missives
	The design will be approved by ACC prior to works commencing
Disclaimer	In Accordance with the Requirements of Writing (Scotland) Act 1995, this document is neither intended to create nor to be relied upon as creating any contractual relationship or commitment.

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ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources
DATE	07 May 2025
EXEMPT	This report is not exempt, but Appendices 2 and 5-9 are (paragraph 8)
CONFIDENTIAL	No
REPORT TITLE	Work Plan & Business Cases
REPORT NUMBER	CORS/25/094
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 Cross Council Framework agreements, the City Regeneration and Environment and the 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 work plans and Procurement Business Cases appended to the report.

2. RECOMMENDATIONS

That the Committee: -

- 2.1 reviews the workplans as detailed in the Appendices for the City Regeneration and Environment and Families and Communities Functions;
- 2.2 approves the procurement business cases, including the total estimated expenditure for the proposed contracts;
- 2.3 approves the estimated expenditure on framework agreements as detailed in the Corporate Services workplan; and
- 2.4 notes the content of Appendix 3 – 3.10 Memo Approvals and Appendix 4 – 4.1.3 Technical Exemption Approvals.

3. CURRENT SITUATION

- 3.1 The ACC Procurement Regulations 2024 require that authority to incur expenditure must be sought prior to any invitation to tender or contract entered into. Contracts above £50,000 (supplies/services) or £250,000 (works) to be listed on a workplan with an associated Procurement Business Case and submitted by the relevant Chief Officer to the Finance and Resources Committee, committee approval is required prior to the procurement being undertaken.

3.2 The ACC Procurement Regulations 2024 also require that if aggregated expenditure via framework agreements will exceed £50,000 (supplies/services) or £250,000 (works), then the authority of the relevant Committee to incur the expenditure must be obtained in advance of the applicable thresholds being exceeded. Aggregate expenditure via framework agreements will be reported annually by the Commercial & Procurement Shared Service where expenditure is recurring, as expenditure will be across Clusters in many cases.

3.3 Committee is asked to review the City Regeneration and 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?
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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
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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_070525

Appendix 3_3.10 Memo's (Exemption Urgency) _PUBLIC_F&R_070525

Appendix 4_4.1.3 Forms (Technical Exemption) _PUBLIC_F&R_070525

Private

Appendix 2_Final Revenue _Work Plans_PRIVATE_F&R_070525

Appendix 5_ELC Funded Provider Contracts 2025-29_PRIVATE_070525

Appendix 6_Electricity Meter Operator_PRIVATE_070525

Appendix 7_Loft Insulation 25-28_PRIVATE_070525

Appendix 8_Delivery of Spectra 2026-27_PRIVATE_070525

Appendix 9_Operations Hydrogen Refuelling Stations_PRIVATE_070525

12. REPORT AUTHOR CONTACT DETAILS

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

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Cross Council (Frameworks) Work Plan	Committee: Finance & Resources	Date of Committee: 07 May 2025
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Reference (Framework Agreement)	Framework Agreement Host Organisation	Description of Requirement	Estimated Start date of Contract or Extension	Estimated End date of Contract (Excluding extension)	Maximum Extension Period (months)	Estimated End date of Contract (Including extension)	Summary
0722	Scotland Excel	Asbestos related works and services	14/12/2023	13/12/2027	0	13/12/2027	Framework Agreement asbestos related services to ensure housing stock and other buildings are kept up to date in terms of asbestos surveys, removal and testing.
08-22	Scotland Excel	Audio Visual Equipment	03/04/2023	02/04/2027	0	02/04/2027	Framework Agreement for a range of audio visual equipment including, but not limited to, interactive touch screens; television screens; digital signage; and projectors. This framework supports members to attain an extensive range of third party buildings related construction consultancy services.
0920	Scotland Excel	Building Construction Consultancy	19/04/2023	18/04/2025	24	18/04/2027	It comprises Architecture; Civil and Structural Engineering; Quantity Surveying; Mechanical, Electrical and Plumbing Engineering, Multi Disciplinary Services, Clerk of Works, Project Management, Landscape Architecture, CDM Advice, Master Planning, Environmental Engineering and Building Surveying.
12-23	Scotland Excel	Catering Sundries & Disposables	01/12/2024	30/11/2028	0	30/11/2028	Framework Agreement for a range of catering sundries products including disposables cups, bowls, plates and cutlery, tableware, food containers, food packaging, cookware, crockery, cutlery, glassware, utensils and other table services for use within council catering environments including schools, cafes and restaurants, corporate and civic locations, leisure centres, community centres and social work premises.
06-23	Scotland Excel	Civic Supplies	01/04/2024	31/03/2027	12	31/03/2028	This framework will provide councils with a mechanism to procure a range of beverages including kegs of beer, wine, soft drinks and spirits for civic functions and for civic sites that have bar facilities.
SP-21-041	Scottish Government	Civil Engineering Framework	24/03/2024	24/03/2028	0	24/03/2028	This framework agreement is for the provision of Civil Engineering Works for Contracts from £5m - £100m. It covers a full range of general civil engineering works and associated services and structural civil engineering works and associated services (the latter relating to structure construction, maintenance and refurbishment relating to structure construction works).
0523	Scotland Excel	Cleaning Equipment	13/05/2024	12/05/2027	12	12/05/2028	This framework will provide councils with a mechanism to procure a range of Cleaning Equipment that includes, but is not limited to, vacuums, scrubber dryers, sweepers, rotary machines, and carpet extractors. It will also provide the requirements associated with the maintenance & repair of cleaning equipment & associated products. The lot structure is as follows; Lot 1 - Supply & Delivery of Cleaning Equipment & Associated Products, Lot 2 - Maintenance & Repair of Cleaning Equipment & Associated Products
SP-22-023	Scottish Government	Cloud and Hosting Services	01/11/2023	31/10/2027	0	31/07/2027	Multi supplier framework for cloud Services including public cloud, private cloud, co-location, etc

I3-22	Scotland Excel	Commercial Catering Equipment	01/06/2023	31/05/2026	12	31/05/2027	Framework Agreement for a range of gas, electric and refrigerated commercial catering equipment. This includes, but is not limited to, blast chillers, combi ovens, fridges, freezers, hot and cold holding equipment, gas ranges, mixers, dishwashers and other associated products.
I9-22	Scotland Excel	Community Meals	01/08/2024	31/07/2027	24	31/07/2029	Framework agreement for the supply and delivery of community meals delivered to people in their own homes, community venues and council premises throughout Scotland.
I422	Scotland Excel	Construction Materials	10/06/2024	09/06/2027	12	09/06/2028	<p>The scope encompasses the provision of a range of Goods which Councils may require. The framework is divided into five lots and 13 sub-lots as follows:</p> <p>Lot 1 – Electrical Materials, Sub-lot 1.1 General Electrical Materials, Sub-lot 1.2 Cables and Wiring</p> <p>Lot 2 – Building and Timber Materials</p> <p>Sub-lot 2.1 General Timber Materials, Sub-lot 2.2 Laminated Walls Panels, Sub-lot 2.3 Kitchen Units and Worktops, Sub-lot 2.4 Building and Roofing Materials, Sub-lot 2.5 Natural and Dimensional Stone for Build and Repair</p> <p>Lot 3 – Plumbing and Heating Materials</p> <p>Sub-lot 3.1 General Plumbing and Heating Materials, Sub-lot 3.2 Sanitary Ware, Accessories and Adaptations</p> <p>Lot 4 – Trade Materials and Power Tools</p> <p>Sub-lot 4.1 Tools, Sub-lot 4.2 Ironmongery, Fixings, Adhesives, Sealants and Silicones, Sub-lot 4.3 Paint and Paint Sundries</p> <p>Lot 5 – Road Maintenance Materials</p> <p>Sub-lot 5.1 General Road Maintenance Material</p>
RM6165	CCS	Construction Professional Services	03/11/2021	02/11/2025	0	02/11/2025	Framework Agreement for Project management, design and advisory services to support delivery of property and construction projects including environmental services.
RM6165	CCS	Construction Professional Services (DPS)	03/11/2021	02/11/2025	0	02/11/2025	Central government and the wider public sector can access a wide range of technical advisory services in support of building and civil engineering projects of all scales and sizes.
RM6088	CCS	Construction Works and Associated Ser	21/03/2022	30/10/2026	0	30/10/2026	Delivers a wide range of major and minor building, and civil engineering projects for central government and the wider public sector.
CSI	SPA	Consultancy Services	26/04/2023	25/04/2027	0	25/04/2027	This framework has been developed to provide an efficient, value for money procurement route for local authorities; registered social landlords; councils, trusts, and other public sector bodies seeking a comprehensive range of high-quality consultancy services across multiple disciplines. Further information about the remit of this framework is available through this link.
664_21	ESPO	Consultancy Services_2021	01/09/2021	31/08/2025	0	31/08/2025	<p>Asset Management and Delivery Auditing Consultancy Audit Services Business Services Community Research and Engagement Environmental and Sustainability Facilities Management Food and Catering General Finance Health and Safety Highways, Transport and Logistics Housing and Housing Support Leisure, Culture and Tourism Marketing, Communications and PR Operational IT Planning, Valuation and Infrastructure Procurement Public Health Regeneration and Regional Development Revenues and Benefits Social Care (Adults) Social Care (Children) Strategic IT Strategic Projects Tax Treasury Management Waste and Recycling</p>

SP-22-019	Scottish Government	Desktop Client Device Framework	01/09/2023	31/08/2025	24	31/08/2027	Single supplier framework agreement for the provision of desktop client devices and associated services.
10-21	Scotland Excel	Digital Publications and Services	01/08/2022	31/07/2026	0	31/07/2026	Digital resources over 5 Lots including E-Books, E-audiobooks, E-magazines, E-Comics and E-newspapers
08-15	Scotland Excel	Domestic Furniture & Furnishings & Whi	01/02/2021	31/01/2025	4	31/05/2025	Framework Agreement for a comprehensive range of domestic furniture and furnishings to enable people to live independently or to be supported in temporary accommodation via The Scottish Welfare Fund.
C8	SPA	Doorsets, Fire Doors and Communal Ent	07/06/2021	06/06/2025	0	06/06/2025	Framework agreement for the supply and installation of communal entrance and exit doors, entrance doors and associated products including access control. Fully compliant, the framework is suitable for multi occupancy residential buildings (low/medium/high rise) and public buildings such as educational establishments, local government buildings and police/fire authority buildings
06-20	Scotland Excel	Education & Office Furniture	01/09/2021	31/08/2025	0	31/08/2025	Framework Agreement for a a wide range of furniture covering education and corporate requirements. This includes everything from classroom and flexible teaching spaces to dining areas through to standard and informal office accommodation.
12-20	Scotland Excel	Education Materials	01/08/2021	31/07/2024	12	31/07/2025	Framework Agreement for a range of Educational Materials including (but not limited to), classroom activity materials, early learning materials, exercise books, musical instruments, science equipment and sports equipment.
SP-21-052	Scottish Government	Electricity	01/04/2024	31/03/2026	3 x 12	31/03/2029	Framework Agreement for the supply of electricity for the Scottish public sector.
1320	Scotland Excel	Energy Efficiency Contractors	01/02/2022	31/01/2025	12	31/01/2026	Upgrading existing housing stock with energy efficient measures
CEC External Legal	Edinburgh City Council	External Legal Services	21/12/2023	20/12/2025	24	20/12/2027	Access to external legal services Spend across this and CCS RM6240 F/VV
10-22	Scotland Excel	First Aid Materials	09/01/2023	08/01/2026	12	08/01/2027	Framework Agreement providing a mechanism to adhere with the Health and Safety (First-Aid) Regulations 1981, and procure a range of first aid materials relevant for the workplace and the public.

							<p>The Framework Agreement can be used to acquire a vast range of vehicles, such as cars, light commercial vehicles, conversions, minibuses, sweepers, medium and heavy commercials up to 44t, buses and coaches, telematics equipment, and electric vehicle charging infrastructure. Each Lot is split out as below:</p> <p>Lot 1 Passenger cars</p> <p>Lot 2 Light commercial vehicles up to 7.5t including OEM minibuses</p> <p>Lot 3 Light commercial vehicle conversions including passenger transport</p> <p>Lot 4 Pedestrian and compact sweepers up to 12.5t</p> <p>Lot 5 Medium and heavy commercial vehicle chassis from 7.5t to 44t</p> <p>Lot 6 Medium and heavy commercial vehicle conversions</p> <p>Lot 7 Heavy Agricultural and Construction Plant and Equipment</p> <p>Lot 8 Telematics equipment</p>
FTS 021670-2024	Halton Housing (C/O MUFG)	Framework for the Procurement of Fleet	15/07/2024	15/07/2028	0	15/07/2028	
08-23	Scotland Excel	Fresh Fruit and Vegetables	01/06/2024	31/05/2028	0	31/05/2028	Framework agreement providing a mechanism to procure a range of products including but not limited to: fresh apples, bananas, grapes, pears, strawberries, carrots, turnip, cabbage, corn and other associated products.
11-20	Scotland Excel	Frozen Foods	01/04/2022	31/03/2026	0	31/03/2026	Framework Agreement for a range of frozen products including but not limited to bakery, poultry, fish, meats and vegetables, as well as taking into account requirements for the Schools (Health, Promotion and Nutrition) (Scotland) Act.
RM6186	CCS	Fuel Card and Associated Services Frame	22/02/2022	21/02/2026	0	21/02/2026	Framework Agreement for Card and associated services to purchase vehicle fuel at service stations, providing regional, nationwide and European coverage.
SP-22-021	Scottish Government	General Stationery and Office Paper	01/07/2023	30/06/2025	24	30/09/2027	Sole supply framework agreement for the provision of general stationery and office paper to the Scottish Public Sector.
14-23	Scotland Excel	Groceries & Provisions	01/05/2025	30/04/2029	0	30/04/2029	Framework Agreement for the Supply & Distribution of Groceries & Provisions, a range of products is available via the framework including but not limited to, dairy and chilled products, dried goods, ambient products, crisps, confectionery, soft drinks and water to be procured by schools, nurseries, leisure centres, community centres, social work facilities, council buildings and civic centres.

NEPO214	TPPL/NEPO	Grounds Maintenance, Plant & Handheld	01/09/2022	31/08/2026	0	31/08/2026	The Procurement Partnership Limited in collaboration with NEPO, created this Framework Agreement to consist of 4 Lots; covering purchase and hire of plant, equipment and tools with or without an operator. The Lots are as follows: Lot 1: Purchase of Grounds Maintenance Equipment Lot 2: Purchase of Plant Equipment Lot 3: Purchase of Handheld Tools, including Electrical & Mechanical Items Lot 4: Hire of Equipment With & Without Operator
03-21	SXL	Heavy Vehicles	01/01/2022	31/03/2023	24	31/12/2025	Framework Agreement for the supply of a range of heavy and municipal vehicles for a range of council services including refuse collection, winter maintenance and road sweeping as well as more general use vehicles including specialist body building services.
12-22	Scotland Excel	Janitorial Products	01/03/2023	28/02/2027	0	28/02/2027	This framework will provide councils and other participating bodies with a mechanism to procure a range of products including: paper-towels, cleaning chemicals, hand-soap, refuse sacks, cleaning equipment such as mops and buckets and sanitary products. Users of the framework are likely to include schools, nurseries, leisure centres, community centres, social work, council buildings and civic centres.
09-21	Scotland Excel	Library Books & Educational Textbooks	01/08/2022	31/07/2026	0	31/07/2026	Framework agreement for Library Books, Educational Textbooks & Multimedia Supplies, 19 Lots covering a wide range of genres and media formats and includes the top 12 Publishers used across Scotland for Educational Textbooks.
MPF2	Procurement Hub	Major Projects Framework 2	04/04/2022	03/04/2026		03/04/2026	Major Projects Framework 2 (MPF2) is a fully compliant framework for all types of construction projects within the UK Public Sector. The framework is now in its second generation, building upon the success and strengths of the previous framework and provides all types of construction work for a range of sectors from housing, health, transport, education and more.
RM6187	CCS	Management Consultancy Framework Th	24/08/2021	23/08/2025	0	23/08/2025	Access to consultancy including business, strategy and policy, finance, HR, procurement, health/social care and community, infrastructure and environment.
03-22	Scotland Excel	Meats - Fresh, Prepared and Cooked (inc	01/04/2023	31/03/2027	0	31/03/2027	Framework Agreement for the Supply & Distribution of Fresh Meats, Cooked Meats, taking into account requirements for the Schools (Health, Promotion and Nutrition) (Scotland) Act.
05-21	Scotland Excel	Milk	01/03/2022	28/02/2026	0	28/02/2026	Framework Agreement for a range of dairy products, including semi-skimmed milk, whole milk, organic milk, flavoured milk and fresh creams. It will take into account the requirements stipulated by the Schools (Health, Promotion and Nutrition)(Scotland) Act.
SP-19-020	Scottish Government	Mobile Client Devices	16/08/2021	15/08/2024	12	15/08/2025	Single supplier framework for the provision of mobile client devices and associated services.
MB2	SPA	Modular Buildings	10/05/2021	09/05/2025		09/05/2025	Supply and installation of modular units
RM6305	CCS	National Fuels 3	01/10/2024	30/09/2028	0	30/09/2028	Provides liquid and solid fuels such as heating oil and wood to all public sector customers. Also includes all products and services connected to using fuels, such as tank maintenance.
	Scottish Government	Natural Gas	01/04/2025				Framework Agreement for the supply of natural gas for the Scottish public sector.

							<p>This framework provides a simple, low-cost way to achieve your offsite solution needs. You can buy or hire offsite solutions that are designed and manufactured to your particular specification.</p> <p>This agreement offers an alternative to a traditionally built environment. It provides a complete 'turn key' package solution, which means you can use this agreement to access everything you need for your offsite construction solution.</p>
RM6184	CCS	Offsite Construction Solutions	24/01/2023	23/01/2027	0	23/01/2027	
							<p>This second generation framework is for the provision of outdoor play and sports facilities for all 32 councils in Scotland as well as any associate member of Scotland Excel. This framework will provide a mechanism to procure a wide-ranging scope of works, services, installation and supply arrangements for outdoor play areas (incorporating outdoor play, gym and education equipment), multi-use games areas, wheeled sports areas, safety surfacing and artificial surfaces, as well as the provision for inspection and maintenance arrangements.</p>
0420	SXL	Outdoor Play and Sports Facilities	01/10/2022	31/07/2024	24	31/07/2026	
RM3828	CCS	Payment Solutions - Lot 2 Prepaid Cards	01/11/2022	31/10/2025	12	31/10/2026	Framework for Payment Solutions (Lot 2 - prepaid cards)
RM6248	CCS	Payment Solutions 2 (Lot 1 Purchase Card)	01/11/2022	31/10/2025	12	31/10/2026	Framework for Payment Solutions (Lot 1) - Purchase Card
06-21	Scotland Excel	Personal and Protective Equipment	01/06/2022	31/05/2025	12	31/05/2026	<p>Framework Agreement for a range of PPE, which is a legislative requirement to protect the user against health and safety risks at work. Users are expected to include employees from numerous council departments ranging from construction, school crossing patrol, lighting engineers, gardening, etc.</p>
SP-19-035	Scottish Government	Postal services Framework	01/07/2021	30/06/2025	0	30/06/2025	<p>National framework agreement for the provision of postal services including Physical & Hybrid Mail/Scheduled & Bulk Mail. Multiple supplier framework for postal services (printing and posting of mail for the likes of Revs and Bens incl Council Tax Billing)</p>
1821	SXL	Property Maintenance and Refurbishment	16/06/2023	15/06/2025	24	15/06/2027	<p>This framework will provide members with an effective and efficient method of repairing and maintaining both commercial and domestic properties. Repair, maintenance and undertaking of minor works to maintain and improve the Council's estate and to assist in the delivery of its property maintenance program. This will include domestic and non-domestic properties as well as planned and reactive work and lower value capital projects.</p>
01-22	Scotland Excel	Provision and Delivery of Washroom Sol	01/10/2022	30/09/2026	0	30/09/2026	<p>This framework will provide councils with a mechanism to procure a range of products and services including, but not limited to: Lot 1, sanitary waste disposal; nappy waste disposal; sanitisers; air fresheners, sharps disposal and medical waste disposal and Lot 2, the provision of sanitary products, which supports the Scottish Government's commitment of promoting dignity to women by providing free sanitary protection to all students in educational establishments.</p>
PB3	SPA	Public Buildings Construction and Infrastr	01/10/2021	30/09/2025	0	30/09/2025	<p>This framework has been developed to provide an efficient, value for money procurement route for local authorities, social landlords and other public sector bodies for the construction of new buildings, extensions and refurbishment of public buildings and infrastructure.</p>
RM6240	CCS	Public Sector Legal Services (RM6240)	06/09/2022	05/09/2026	0	05/09/2026	Access to external legal services Spend across this and CES Framework

0721	Scotland Excel	Recycle & Refuse Containers (Lot 1 & 2)	09/12/2021	08/12/2024	12	08/12/2025	Framework for purchase, supply and delivery of various container types to support councils in the delivery of waste and environmental services and is designed to assist councils in delivering collection services to households for a host of materials.
0721	Scotland Excel	Recycle & Refuse Containers (Lot 7)	09/12/2021	08/12/2024	12	08/12/2025	Framework for purchase of food waste bags
RAMS	Blackpool Council	Road Asset Management Strategy Framev	01/06/2021	31/05/2025	0	31/05/2025	This framework provides councils with a programme to manage highway assets including data collection, deterioration mapping, lifecycle modelling and professional services to help understand the medium to long term deterioration of their highway networks.
2222	Scotland Excel	Road Signage Materials	01/04/2024	31/03/2026	48	31/03/2028	<p>This framework for the Supply & Delivery of Road Signage Materials aims to maximise collaboration, consolidate demand, and deliver best value. A range of benefits can be reported in relation to savings, price stability, community benefits and sustainability. The lot structure is as follows;</p> <p>Lot 1 - Permanent Road Signage & Associated Products, Lot 2 - Temporary Road Signage & Associated Products, Lot 3 - Road Sign Posts & Associated Products, Lot 4 - Electrical Road Signage & Associated Products</p>
16-21	Scotland Excel	Roadstone Materials	01/10/2022	30/09/2026	0	30/09/2026	<p>This framework will provide councils and other participating bodies the mechanism to procure the supply and delivery of range of roadstone and ready mix concrete products. This includes coated, uncoated and recycled roadstone materials.</p> <p>Lot Structure: Lot 1 - Coated Roadstone Lot 2 - Uncoated Roadstone Lot 3 - Recycled Roadstone Lot 4 - Ready Mixed Concrete</p>
15-21	SXL	Salt for Winter Road Maintenance	01/11/2022	31/10/2026	0	31/10/2026	Framework Agreement for the Supply and delivery of bulk rock salt, bagged salt, bulk marine salt, bulk treated salt, de-icing products as well as associated equipment and accessories.
23-22	Scotland Excel	Security Services and Cash Collection	15/03/2024	14/03/2027	0	14/03/2027	Spend will move across to the new framework once details are made available.
344_18	ESPO	Signs	05/01/2022	31/12/2024	12	31/12/2025	Framework Agreement for a range of Security Services including Manned Guarding, Taxi Marshals, Key Holding Services and Cash Collection.
1721	Scotland Excel	Social Care Agency Workers	16/01/2023	15/01/2025	24	15/01/2027	This framework covers the supply of standard and bespoke signs, using a variety of materials suitable for internal and/or external use. For small value orders, customers are referred to ESPO's main catalogue, where our range of signs are described. For all other requirements please refer to a framework.
SP-21-034	Scottish Government	Software Value Added Reseller Services (01/05/2023	30/04/2025	24	30/04/2027	Framework Agreement providing a mechanism to engage the services of Agency workers for Social Care. New Framework due in Nov 2022.
1321	Scotland Excel	Supply & Delivery of Musical Instruments	01/12/2021	30/11/2024	12	30/11/2025	Single supplier collaborative framework agreement for commercial off-the-shelf software and supporting services.
							Single Lot Framework for the supply and delivery of musical instruments. Previously incorporated in the Educational Materials Framework

SP-21-012	Scottish Government	Technology Peripherals and Infrastructure	16/05/2022	15/05/2024	24	15/05/2026	Framework agreement in two Lots and replaces the IT Peripherals framework single supplier. Lot 1 - IT Equipment Catalogue, Lot 2 - complex infrastructure projects
SP-22-001/002/004	Scottish Government	Temporary and Interim Staff Services Framework	13/04/2023	12/04/2025	24	12/04/2027	Temporary and interim staff services framework agreement(s) for the Scottish Public Sector.
664/21	ESPO	Treasury Management Services	01/09/2021	31/08/2025	N/A	31/08/2025	Range of consultancy services including Treasury Management. Lot 2h
2-21	SXL	Tyres	01/01/2022	31/12/2025	0	31/12/2025	This framework agreement covers a full range of tyre types and sizes as well as associated tyre management services
							The contract is covered by 6 lots. Lot 1 - Supply & Fit - Tyres for Cars & Vans Lot 2 - Supply Only - Tyres for Cars & Vans Lot 3 - Supply & Fit - Tyres for Trucks Lot 4 - Supply Only - Tyres for Trucks Lot 5 - Supply & Fit - Tyres for Agricultural/Plant Lot 6 - Supply Only - Tyres for Agricultural/Plant
RM6265	CCS	Vehicle Hire Solutions	21/03/2023	20/03/2027	No	20/03/2027	This framework agreement will give the Council a compliant route to market to access a wide range of short or long-term hire/lease of vehicles including: • Cars • Light commercial vehicles • 4x4 4 vehicles • Minibuses • Heavy goods vehicles • Car share
07-20	SXL	Vehicle Parts	01/04/2021	31/12/2024	12	31/12/2025	Framework Agreement for a wide range of vehicle spare parts, replacement municipal road sweeper brushes, hydraulic hoses and replacement glass for a multitude of light and heavy vehicles.
01-21	SXL	Vehicles and Plant Hire	21/02/2022	20/02/2024	24	20/02/2026	Framework Agreement for the hire of a wide range of vehicles and plant (self drive or with operator).
SP-23-07	Scottish Government	Water And Waste Water Billing Services	01/04/2024	31/03/2027	12	31/03/2028	Framework Agreement for the provision of water and waste water billing services including automated meter reading (AMR) services.
20-21	Scotland Excel	Water Coolers & bottled Water	07/07/2022	06/07/2025	12	06/07/2026	Framework Agreement for the purchase and rent a range of water coolers including free standing bottled water coolers and plumbed in water coolers, Including options to procure the associated maintenance and sanitisation services.
EFM1044 AP	APUC	Water Quality Management	06/08/2021	05/08/2024	12	05/08/2025	Water treatment services inc Legionella Services, Quality Treatment etc
SP-22-020	Scottish Government	Web Based & Proprietary Client Devices	01/03/2024	28/02/2027	12	28/02/2028	Single supplier framework for the provision of web based and proprietary client devices and associated services.
WH	SPA	Whole House Refurbishment - DPS	03/01/2021	28/02/2025	48	28/02/2029	Open market solution designed to provide buyers with access to a pool of pre-qualified suppliers in respect of building works, goods and services for use in public sector refurbishment and maintenance.
04-23	Scotland Excel	Street Lighting Materials	01/09/2025	TBC	TBC	TBC	TBC
SP-21-046	Scottish Government	Managed Print Solutions	22/08/2022	21/08/2025	12	21/08/2026	Multiple supplier framework for managed print solutions (fleet and maintenance and services)

CRN00035703	Aberdeenshire Council	Supply & Delivery of Aids for Daily Living	15/01/2025	14/0/2028	12	14/01/2029	This framework agreement is shared between Aberdeenshire HSCP, Aberdeen city/ Bon Accord. Aids to daily living are a key component of the service provided by Aberdeenshire Joint Equipment Service, Aberdeen city's community equipment services and Bon Accord .
01-24	Scotland Excel	Engineering and Technical Consultancy	01/09/2025	TBC	TBC	TBC	TBC
02-24	Scotland Excel	Bitumen Products	19/05/2025	TBC	TBC	TBC	TBC
03-24	Scotland Excel	Domestic Furniture & Furnishings & Whi	01/06/2025	TBC	TBC	TBC	TBC
01-25	Scotland Excel	Education & Office Furniture	01/09/2025	TBC	TBC	TBC	TBC
I259	YPO	Street Lighting Products & Services	28/01/2025	12/11/2028	0	12/11/2028	Supply of exterior and internal lighting and associated electrical products and equipment, including but not limited to lantern units, luminaires and associated internal components (e.g. lamps, control gear etc.), supply of electrical cables, illuminated traffic signs, bollards and cables (including solar powered), smart city solutions, traffic signs, telecoms, variable message signs, festive illuminations and other exterior electrical products and equipment, including LED, Wifi, Lifi, comms and audio equipment.
							Supply of Internet of Things and Central Management Systems with Support Infrastructure. Supply of exterior lighting columns, sign columns, feeder pillars, posts, cabinets and components to include bespoke fabrications and brackets. Provision of project management, engineering services, technical services; design and/or specification support services to include IOT, charging, smart city and/or telecoms, broadband consultancy services, PFI Support and inventory asset management Services.
							Provision of testing and reporting services for street furniture and exterior structures such as columns, feeder pillars, posts and brackets to include structural and/or electrical testing, tracing and mapping services.
Y24009	Laser	Supply of Gas, Electricity and Water Metri	01/10/2024	30/09/2028	0	30/09/2028	The metering framework has been developed specifically to support the on-going regulatory changes to Market Wide Half Hourly readings. Ensuring your organisation has a comprehensive and compliant route to procure a wide variety of metering services. From installation, maintenance to repair our framework enables you to secure services from fully vetted suppliers.
	I520 Scotland Excel	Waste Composition Analysis	09/06/2021	08/06/2025	0	08/06/2025	F/W offers qualified service providers to conduct waste composition analysis ("WCA") including sorting & detailed reporting of analysis results following scrutiny of waste arisings collected from households at the kerbside and/or via HWRC's.
RM6315	CCS	Vehicle Telematics Solutions	05/03/2024	04/03/2026	0	04/03/2026	Provides access to vehicle telematics products and services to help you improve the efficiency of your fleet operations and optimise your fleet, driver and risk management. Equipment such as tracking devices, dash-cams, and plug and play devices into the On-Board Diagnostics (OBD) port to collect vehicle data
FTS 002156-2025	Halton Housing (C/O MUFG)	Supply of Vehicles Under Short Term, Fle	21/01/2025	20/01/2029	0	20/01/2029	National contract hire and flexihire frame work agreement covering cars, light commercial, heavy commercial and specialist vehicles up to 44,000 kg GVW.
2119	SXL	Electric Vehicle Infrastructure	30/05/2022	29/05/2024	12	30/05/2026	Provides access to vehicle telematics products and services to help you improve the efficiency of your fleet operations and optimise your fleet, driver and risk management. Equipment such as tracking devices, dash-cams, and plug and play devices into the On-Board Diagnostics (OBD) port to collect vehicle data

TPC	Tayside Procurement Consorti	Supply and Delivery of Grounds Maintenance	05/10/2021	05/10/2024	12	05/10/2025	Framework Agreement for the procurement of Grounds Maintenance Equipment and Small Plant.
							<p>This framework provided by Crown Commercial Services gives access to products and services related to booking solutions in the UK and overseas including:</p> <p>accommodation</p> <p>air travel</p> <p>ferry</p> <p>Eurotunnel</p> <p>ground transportation (including but not limited to car hire, coach with driver, taxis)</p> <p>rail booking (UK, Europe and international)</p> <p>travel ancillary services</p> <p>air, boat and helicopter chartering</p> <p>crisis management services (including repatriation, emergency accommodation and MEDEVAC)</p> <p>medevac services refers to the act of flying injured soldiers or an injured person to the hospital by either helicopter or other aircraft</p> <p>security and risk management services</p> <p>implants: this is where an employee of a supplier will work at a customer's premises</p> <p>solutions for venue finding and booking (including virtual and digital meeting solutions)</p> <p>group accommodation and supporting services including digital and hybrid meeting solutions</p> <p>provision of additional services when part of a travel project for example: managed quarantine requiring the booking and paying for test kits</p>
RM6217	CCS	travel and venue solutions	12/12/2021	13/12/2024	12	12/12/2025	It will run for three years, with the option of an additional one year extension.
NCCT 41358	National LGPS	Investment Management & Consultancy Services		31/10/2026	0	31/03/2026	Pension Investment Consultancy services, Lots 1, 2 & 3.
National LGPS	National LGPS	Actuarial Benefits & Consultancy Services	01/06/2021	30/06/2025	0	30/06/2025	Provision of Actuarial, Benefits and Governance Lot 1 & 2
	KCS Procurement Services	Total Facilities Management - Marischal Square	01/09/2022	31/08/2026	0	31/08/2026	Facilities Management of NESPF Section of Marischal Square
							A dynamic purchasing system (DPS) for the bulk supply of renewable biomass
1080	YPO	Renewable Biomass and Related Services	16/08/2021	15/08/2025	0	15/08/2025	products such as biomass wood pellets and biomass wood chips.
NEPO521	NEPO	Early Supplier Payment Service	01/05/2020	30/04/2026	24	30/04/2028	Early Payment service
RM6325	CCS	Payment Acceptance 2 Lot 2	19/12/2003	18/12/2027	0	18/12/2027	Merchant Acquiring Services

City Regeneration & Environment Work Plan	Committee: Finance & Resources	Date of Committee: 07 May 2025
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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
CRN00040110	City Regeneration & Environment	City Development & Regeneration	Delivery of Spectra, Scotland's Festival of Light 2026-27	Revenue	01/07/2025	30/06/2026	12	30/06/2027	Production delivery contract for Spectra, Scotland's festival of light 2026-27. An experienced and qualified producer to devise and deliver an accessible programme of temporary public art lightworks within the city centre. The programme will make best use of sites and city centre spaces such as Union Terrace Gardens, reflecting Aberdeen's cultural history, heritage and sense of place to create a family friendly event to drive footfall to the city centre.
CRN00037666	City Regeneration & Environment	City Development & Regeneration	Operations Contract: Kittybrewster and Cove Hydrogen Refuelling Stations	Revenue	14/05/2025	13/05/2027	12	13/05/2028	The Operations Contract will allow the Council's hydrogen refuelling assets to be operated safely and effectively and to meet its fuel supply obligation to internal users and third parties for the interim period prior to the joint venture production facility being fully available.

Families & Communities Work Plan	Committee: Finance & Resources	Date of Committee: 07 May 2025
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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
TBC	Families & Communities	Education & Lifelong Learning	Early Learning and Childcare (ELC) – Funded Provider Contracts	Revenue	17/08/2025	16/08/2029	0	16/08/2029	The contract for the provision of Early Learning & Childcare by Funded Providers will ensure that the Council can meet its statutory duty to deliver funded ELC provision in line with the Children and Young People (Scotland) Act 2014.
CRN00039522	Families & Communities	Corporate Landlord	Electricity Meter Operator, Data Collector and Data Aggregator Services	Revenue	01/07/2025	30/06/2028	24	30/06/2030	Contract for the provision of electricity Meter Operator, Data Collector and Data Aggregator Services for all Aberdeen City Council half hourly electricity meters and non-half hourly AMR electricity meters.
CRN00039612	Families & Communities	Corporate Landlord	City Wide loft insulation scheme 2025-2028	Capital & Revenue	14/05/2025	13/05/2027	12	13/05/2028	The contract enables the installation of basic energy efficient measures such as loft, cavity wall and underfloor insulation within council homes throughout the city. So ensuring the council meets its requirements to meet EESSH standards. Also to provide basic insulation measures such as loft and underfloor insulation for the Aberdeen Victorian Tenement project to help meet Scottish Government Fuel Poverty strategy 2019, Local Housing Strategy and LHEES.

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:
City Regeneration & Environment	City Development & Regeneration	Headline Artists - Tall Ships Taces Contracts - Following approval of the Tall Ships Races Quayside Concerts programme business case CR&E/24/227, Officers have been working with our concert consultants to engage potential artists for the concert programme.	19/07/2025	22/07/2025	Exempt	As we require to launch the concerts and to ensure sufficient time to sell tickets in line with the business case, we require to approve this spend and release deposits prior to announcement, or very shortly thereafter All three contracts would be governed by the Procurement (Scotland) Regulations 2016 and a direct award to these providers would seem to be compliant with Reg 6 (1) (b) (i) of the foregoing Act where a contract can be directly awarded where 'it is for the aim of the procurement is the creation or acquisition of a unique work of art or artistic performance'.
City Regeneration & Environment	Operations	Recycling Improvement Fund Reuse Projects - Contract will deliver an expansion of the exsisting reuse schemes at Hazlehead and Bridge of Don Household Waste and Recycling Centres including design, permissions, construction and set-up. Project budget to be funded by the Scottish Government Recycling Improvement Fund.	03/03/2025	31/03/2026	£580,731.03	Approval of RIF funding was delayed by 3 months leaving project timescales at risk and requiring work to begin urgently. Grant funding allocated to 2024/25 cannot be transferred to the next financial year and will be lost if not spent. Suez is well placed to deliver the project as they operate ACC's HWRCs and reuse scheme and have been consulted during the application process with regards to pricing the delivery of the scope of work. Alternative providers may not be able to deliver within budget. They have specialised knowledge and experience of delivering similar projects in the UK.
City Regeneration & Environment	Operations	Engineering and Architectural Computer Aided Design Software Licensing - Engineering and architectural computer aided 2 and 3 dimensional design software which enables Aberdeen City Council teams to advance Architectural, Roads and Infrastructure projects and maintain exsisting assets effectively.	09/04/2025	09/04/2028	£110,000.00	If the new contract is not in place the licences for the software will be suspended leaving teams without access to critical software packages and will lead to service failure.The award of the contract is due before the next Finance & Resources committee.
Families & Communities	Corporate Landlord	Instruction to extend the agency worker contracts of 3 Estates Surveyors through Vivid Resourcing - due to lack of availability of suitably qualified surveyors on the Human Resources Framework so agency workers are required.	27/03/2025	31/08/2025	£147,000.00	The Council has been advertising to fill vacancies for some time, but has so far been unable to attract suitably qualified applicants and the positions remain vacant. Business continuity as the current contract for 2 of the surveyors needs to be extended immediately and the 3rd will expire on 18th April and their continued support is required as the Property Team are extremely short staffed, and need this additional support to properly manage the Council's property portfolio. We would hope this will be an interim solution to support the team until we are able to employ permanent staff to fill the vacant posts.

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:
City Regeneration & Environment	City Development & Regeneration	<p>Hanlon Software Solutions Contract - During a Review of Employability Services led by the Improvement Service and a seconded Officer from Education, it was determined that the ABZWorks Team currently use a Client Management System (Upshot) which is not fit-for-purpose or efficient. It is very inefficient and time-consuming. More than 22 other Local Authorities (including Aberdeenshire Council) all use Hanlon to register, monitor, progress and record outcomes for participants that register and receive employability support from Key Workers within the Local Authority and also Partner organisations supporting individuals on employability programmes funded by the Scottish Government's No One Left Behind funding which is administered by Aberdeen Council.</p>	28/03/2025	27/03/2028	£85,700.00	<p>The Improvement Service has reviewed the Employability Service and recommended that we implement an MIS, it is our intention to roll this out as soon as possible to satisfy their recommendations. Hanlon is a specialist Employability Client Management System used by 22 other Scottish Local Authorities. (Aberdeenshire for the last 9 years). There isn't really another off-the-shelf system (currently available) with the same functionality (and national support group for LAs) which is directly linked to Scottish Government NOLB Reporting and allows our external partners to also use it.</p> <p>We have an existing underspend from the Scottish Government's NOLB funding in 2024-2025 financial year which cannot be rolled-over into the 2025-2026 financial year.</p> <p>The contract would be funded directly from the Scottish Government's NOLB funding. 22 Scottish LAs use the same external funding stream (NOLB) to fund Hanlon for this purpose.</p> <p>We need to procure this service as soon as possible to have it operational early in the new financial year in order to support our obligations to report to the Scottish Government effectively. Failure to implement a fit for purpose system at the earliest opportunity exposes our risk of non-compliance and potential recovery of grant funding.</p>

Appendix 4 - 4.1.3 Forms (Technical Exemption)

Function	Cluster	Description of Contract	Estimated Start date of Contract	Estimated End date of Contract	Total Estimated Contract Value £	Reason for seeking approval under 4.1.3 Technical Exemption:
Families & Communities	Education & Lifelong Learning	<p>Scholar Forum Partnership - Membership Agreement. Scholar is a unique platform that offers online courses for SQA-aligned qualifications in various subjects. It supports teachers and learners with quality content, data insights and professional learning.</p> <p>Scholar provides comprehensive curriculum coverage with 42 complete courses unique to the Scottish context. The SQA-aligned content is a feature which is not available in other products. These features include support for SQA qualification administration, completion of statutory reporting to government and the provision of data feeds to Education Scotland, NHS and other partners.</p>	20.08.2025	20.08.2026	£108,000.00	<p>The Scholar Forum Partnership is the formal partnership between ADES and Heriot Watt University who manage the activity of the Scholar Forum. The Scholar Forum is a not for profit organisation for the benefit of Scottish education, funded by subscriptions from its members. Scholar Membership is not available on any existing frameworks. There are no other current viable solutions for the provision and management of SQA aligned resources and teaching materials. It is recommended that, the relationship with SCHOLAR is reviewed annually and that both the market and internal development options with partners are explored if viable at that time. The Service is of the view that, following market research, that the Supplier is the only provider of this required solution (they hold the relevant IP in the system required) and no reasonable alternative or substitute exists, the provision in the Procurement (Scotland) Regulations 2016 exemption for direct award has been fulfilled.</p>
Families & Communities	Education & Lifelong Learning	<p>Pupil Tracking Limited - Tracking and monitoring cloud based services for Aberdeen schools to track/monitor pupil attainment across the school estate, ABZ Campus and NESCOL. Pupil Tracking Limited have created the cloud based tool that links with SEEMIS therefore mitigating errors and saving time for staff. The contract is for a direct award to Pupil Tracking Limited for this service.</p>	01.06.2025	01.06.2026	£240,000.00	<p>This is the only provider of this specialist cloud based tool that can provide this service that intergrates with the SEEMIS system following market research by the Service. Due to this there are no other viable solutions that can be used and the provision in the Procurement (Scotland) Regulations 2016 exemption for direct award has been fulfilled.</p>
Commissioning	Corporate Services	<p>Provision and support of a corporate system (Infosmart) to manage the invoices that the Council receive from suppliers who provide services to us.</p>	01.04.2025	31.03.2026	£113,816.00	<p>As this is for support and maintenance only of systems provided by a specific supplier and after extensive research and the fact that the software is on-premise therefore only the incumbent supplier can provide support and maintenance it is highly unlikely that any other supplier would have the intellectual property capability to provide this service. Therefore, it is considered that direct award under the existing contract is justifiable in this case.</p> <p>It is proposed that having to re-tender would be exempt under the national Procurement Regulations – as competition is absent for technical reasons (they are the only supplier with the intellectual property capable of continued maintenance of the system and the element of integration designed for ACC with the E Financials system).</p>
Corporate Services	Digital & Technology	<p>Microsoft Unified Support Contract for 3 years</p>			£1,132,929.00	<p>Microsoft Unified Support is only available from Microsoft and can be sourced on the G-Cloud 14 Framework. Unified support underpins both business as usual delivery and transformation activity. Any gap in coverage will have an impact on effective delivery of services.</p>
City Regeneration & Environment	City Development & Regeneration	<p>Contract for National Barrier Asset Equipment required for the Tall Ships Event in July 2025</p>	01/04/2025	01/08/2025	£175,000.00	<p>The National Vehicle Threat Mitigation Unit are a MET Police service with National Barrier Asset equipment that only they have access to.</p> <p>A “call off” framework is in place to allow local authorities to utilise this equipment, there is no other supplier that can provide this service.</p>

Appendix 4 - 4.1.3 Forms (Technical Exemption)

Function	Cluster	Description of Contract	Estimated Start date of Contract	Estimated End date of Contract	Total Estimated Contract Value £	Reason for seeking approval under 4.1.3 Technical Exemption:
Families & Communities	Corporate Landlord	Confirm Business Application - ACC has managed its public infrastructure assets and the associated repairs and maintenance regimes through Confirm Enterprise Asset Management Software. Roads, Street Lighting, Structures, Gullies, Watercourses, Water Course Hakes, Lifebelts, Grounds and Public Building Assets are all managed through the system.			£386,050.00	<p>The current solution is hosted 'on premise' from ACC servers and end-user devices. Brightly Software, the providers of Confirm are to discontinue support for the on premise solution migrating customers to their cloud based 'Confirm on Demand' Software-as-a-Service (SaaS) solution. The SaaS solution offers additional functionality currently unavailable on premise.</p> <p>Having used Confirm since 2006, the system is integrated into a large number of service areas and meets current requirements.</p> <p>To allow the services to develop Confirm further and take advantage of additional functionality the SaaS provides we have taken a deep dive into the enhancements and feel that the renewal of Confirm is the best and only option available.</p>
Families & Communities	Corporate Landlord	This is a contract for the provision of consultancy support for the AD Plant and commercial energy strategy. This will enable the Council to achieve its outcomes and fulfil its financial obligations as part of the wider TECA developments financial model and contractual agreements.				<p>This is a highly specialised area of work. There are only approximately 6 other AD Plants in the north of Scotland. The consultant, Biogas Power, was previously involved in the AD Plant project at its inception as a technical advisor on its development and more recently undertook a review of operations, financial and contractor performance. During its development they were responsible for ensuring the plant complied with Ofgem requirements to qualify for Renewable Heat Incentive conditions which is a key income stream for the plant and wider development worth circa £3m annually. They therefore have a detailed understanding and knowledge of the project and its financial constraints.</p> <p>There are no frameworks in place to fulfil this position because AD Plant Consultants are a very niche market role, particularly when that consultant can offer further support to wider energy projects. Following previous experience the consultant is uniquely placed to support the AD Plant and the wider commercial energy strategy</p>

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