

URGENT BUSINESS COMMITTEE

ABERDEEN, 1 June, 2012 - Minute of Meeting of the URGENT BUSINESS COMMITTEE. Present:- Councillors Cameron (substituting for Councillor Noble), Carle (substituting for Councillor Cooney), Corall (substituting for Councillor May), Crockett, Delaney (substituting for Councillor Malone), Jackie Dunbar, Forsyth, Len Ironside CBE (substituting for Councillor Laing), McCaig, Taylor, Thomson (substituting for Councillor Boulton), Townson (substituting for Councillor Dickson) and Young.

The agenda and reports associated with this minute can be found at:-

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=334&MId=2605&Ver=4>

APPOINTMENT OF CONVENER

1. Nominations were sought for the position of Convener.

The Committee resolved:-

to appoint Councillor Crockett as Convener.

DETERMINATION OF URGENT BUSINESS

2. In terms of Standing Order 28(3)(vi), and in accordance with Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973, the Committee was informed that it had to determine (1) that the items on the agenda were of an urgent nature; and (2) that the Committee required to consider those items and take decisions thereon.

The Committee resolved:-

to agree that the items were of an urgent nature and required to be considered this day.

DETERMINATION OF EXEMPT BUSINESS

3. The Committee was requested to determine that the following item of business which contained exempt information as described in Schedule 7(A) of the Local Government (Scotland) Act 1973, be taken in private:-

- Minute of Meeting of Social Work Complaints Review Committee of 20 April 2012

The Committee resolved:-

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of the aforementioned item of business (Article 7 of this minute refers) so as to avoid disclosure of exempt information of the class described in paragraph 3 of Schedule 7(A) of the Act.

**POST OF DIRECTOR OF EDUCATION, CULTURE AND SPORT -
RECRUITMENT AND SELECTION PROCESS - OCE/12/008**

4. The Committee had before it a report by the Chief Executive which sought approval to establish an Appointment Panel to recruit to the post of Director of Education, Culture and Sport.

The report recommended:-

that the Committee -

- (a) establish an Appointment Panel comprising 9 members in total (3+3+1+1+1) to appoint to the post of Director of Education, Culture and Sport, including the Convener of the Finance and Resources Committee who should be appointed as Convener of the Panel;
- (b) delegate powers to the Appointment Panel to agree the detail of the recruitment process, remuneration, recruitment timeline, final job description and person specification;
- (c) agree that Munro Consulting be appointed as recruitment consultants through the shared framework agreement, for the purposes of recruiting to the post; and
- (d) agree a timeline for the recruitment process.

The Committee resolved:-

to approve the recommendations, with the exception that the Convener of the Appointment Panel be the Leader of the Council rather than the Convener of the Finance and Resources Committee.

**APPOINTMENTS TO OUTSIDE BODIES AND COMMITTEE PLACES -
OCE/12/009**

5. With reference to Articles 7 and 8 of the minute of meeting of Council of 16 May 2012, the Committee had before it a report by the Chief Executive which presented, for approval, elected member appointments to sub-committees, trusts, boards and outside bodies which had been agreed by Group Leaders.

The report explained that since the Statutory Council meeting of 16 May 2012, a small number of exchanges of committee places had taken place between Groups, and these required to be approved as follows:-

- 1 Independent place on Corporate Policy and Performance Committee passed to Labour
- 1 Independent place on Social Care and Wellbeing Committee passed to Labour
- 1 Labour place on Development Management Sub Committee passed to Independent
- 1 Labour place on Licensing Committee passed to Independent
- 1 Liberal Democrat place on Licensing Board passed to SNP

The report recommended:-

that the Committee -

- (a) approve the elected member appointments to sub-committees, trusts, boards and outside bodies agreed by Group Leaders as appended to this minute;
- (b) note that a further report would be brought to the Council meeting on 13 June 2012 dealing with those appointments listed as still to be advised; and
- (c) agree the exchange of committee places as listed above.

The Committee resolved:-

to approve the recommendations.

OLYMPIC TORCH RELAY 2012 - EPI/12/127

6. With reference to Article 22 of the minute of meeting of the Enterprise, Planning and Infrastructure Committee of 31 May 2012, the Committee had before it, by way of remit, a report by the Director of Enterprise, Planning and Infrastructure which provided details of the cost of hosting the Olympic Torch Relay 2012, and requested additional funds to ensure the efficient and effective delivery of the event in Aberdeen on 11 and 12 June 2012.

The report recommended:-

that the Enterprise, Planning and Infrastructure Committee -

- (a) agree to allocate a further £45,000 from the Common Good Fund to support the organisation and safe delivery of the Olympic Torch Relay in Aberdeen (£35,000 having already been secured from the Common Good Fund following the approval of Council on 23 February 2011); and
- (b) if unable to approve these monies from the Common Good Fund, request that a meeting of the Urgent Business Committee be called to consider a request for the necessary funding from another budget.

The Enterprise, Planning and Infrastructure Committee had resolved:-

to support the allocation of £45,000 from *contingencies*, rather than the Common Good Fund, to provide for the organisation and safe delivery of the Olympic Torch Relay in Aberdeen, and to refer the request to the Urgent Business Committee of 1 June 2012, for consideration.

The Committee resolved:-

to allocate £45,000 from contingencies to provide for the organisation and safe delivery of the Olympic Torch Relay in Aberdeen.

In accordance with the decision recorded under Article 3 of this minute, the following item of business was considered with the press and public excluded.

MINUTE OF MEETING OF SOCIAL WORK COMPLAINTS REVIEW COMMITTEE OF 20 APRIL 2012

7. The Committee had before it the minute of meeting of the Social Work Complaints Review Committee of 20 April 2012, and a foreword by the Director of Social Care and Wellbeing which set out the actions to be taken to respond to the recommendations of the Complaints Review Committee.

The Committee resolved:-

- (i) to accept the recommendations; and
- (ii) to otherwise note the Director's comments in the foreword.

- **BARNEY CROCKETT, Convener.**

Appendix**Appointments to Sub-Committees, Trusts, Boards and Outside Bodies**

Group	Representation	Names
City Garden Project Monitoring Group	7 members including 3 opposition	Kirsty Blackman Marie Boulton John Corall Barney Crockett Jennifer Stewart Ross Thomson Willie Young
Corporate Health & Safety Committee	5 members including 2 opposition	David Cameron Andrew Finlayson Fraser Forsyth Gordon Graham Martin Greig
Disability Advisory Group	5 members including 2 opposition	Yvonne Allan Lesley Dunbar Len Ironside CBE Jim Kiddie Gordon Townson
Electoral Boundaries Working Group	7 members including 3 opposition	Graham Dickson Alan Donnelly Ross Grant Callum McCaig Nathan Morrison John Reynolds Ian Yuill
Guildry and Mortification Funds Sub-Committee	3 members including 1 opposition	Lord Provost Andrew Finlayson Jim Noble
Marischal College Advisory and Monitoring Working Group	5 members including 2 opposition	Barney Crockett Alan Donnelly Callum McCaig Jim Noble Willie Young
Special Licensing Objections Committee	5 members including 2 opposition	Kirsty Blackman Steve Delaney Andrew Finlayson Len Ironside CBE Ross Thomson

Group	Representation	Names
Aberdeen Bulawayo Trust	5 members (In addition, Lord Provost and Convener of Policy are ex-officio members)	Yvonne Allan Neil Cooney Alan Donnelly Aileen Malone Andy May
Aberdeen Forward Limited	2 members	Bill Cormie Andrew Finlayson
Aberdeen Gomel Trust	6 members	Yvonne Allan Alan Donnelly Lesley Dunbar Aileen Malone Andrew May John Reynolds
Aberdeen International Football Festival Trust	Lord Provost and 4 members	Kirsty Blackman Scott Carle Gordon Townson Willie Young
Aberdeen International Youth Festival Trust	7 members (In addition Lord Provost is an ex-officio member)	Marie Boulton Neil Cooney Len Ironside CBE Jim Kiddie Ross Thomson Gordon Townson Jennifer Stewart
Aberdeen Safer Community Trust	1 member	Gordon Graham
Chris Anderson Trust	4 members	Graham Dickson Ross Thomson Willie Young 1 to be advised
Jack Wood Trust	6 members	Barney Crockett Fraser Forsyth John Reynolds Gordon Townson Willie Young 1 to be advised
Marguerite McBey Trust	2 members	Marie Boulton 1 to be advised
Proctor's Orphanage Trust	Lord Provost and 4 members	Barney Crockett Alan Donnelly 2 to be advised

Group	Representation	Names
Grampian Fire and Rescue Board	6 members and 6 substitute members (Kirsty Blackman, Andrew Finlayson, Ross Thomson - substitutes)	Yvonne Allan David Cameron Scott Carle Alan Donnelly Neil MacGregor John Reynolds 3 substitutes to be advised
Grampian Joint Police Board	6 members and 6 substitute members (Andrew Finlayson, Gordon Townson, Ross Thomson - substitutes)	Marie Boulton Jackie Dunbar Fraser Forsyth Martin Greig Angela Taylor Willie Young 3 substitutes to be advised
Grampian Valuation Joint Board	6 members and 6 substitute members (John Corall, Fraser Forsyth, John Reynolds - substitutes)	Bill Cormie Alan Donnelly Andrew Finlayson Ross Grant Jean Morrison MBE Sandy Stuart 3 substitutes to be advised
Northern Community Justice Authority	1 member and 1 substitute member (Fraser Forsyth - substitute)	Willie Young
Aberdeen Airport Consultative Committee	4 local members	Barney Crockett Graeme Lawrence Neil MacGregor Gill Samarai
Aberdeen Endowment Trust	3 members including 1 opposition	Kirsty Blackman Jenny Laing Ross Thomson
Aberdeen Exhibition and Conference Centre	5 members including 2 opposition	Kirsty Blackman Barney Crockett Aileen Malone John Reynolds Willie Young
Aberdeen Sports Village	2 members including 1 opposition	David Cameron Willie Young

Group	Representation	Names
COSLA Convention	5 members including 1 opposition (Aileen Malone - substitute)	Barney Crockett Fraser Forsyth Jenny Laing Callum McCaig Willie Young
NHS Grampian Board	1 member	Barney Crockett
NESTRANS (North East Scotland Transport Partnership)	4 members including 1 opposition and 4 substitute members (Ian Yuill, Marie Boulton - substitutes)	Andrew Finlayson Ross Grant Callum McCaig Ramsay Milne 2 substitutes to be advised
North Sea Commission and East of Scotland European Consortium	1 member	Barney Crockett
Rubislaw Field Committee	3 members including 1 opposition	Martin Greig Jenny Laing Ross Thomson
Scotland Excel <i>Centre for Procurement expertise for Local Government</i>	2 members and 2 substitute members	Barney Crockett Willie Young 2 substitutes to be advised
Strategic Development Planning Authority	6 members including 2 opposition and 6 substitute members (Marie Boulton, Bill Cormie, Alan Donnelly, Steve Delaney - substitutes)	John Corall Ross Grant Andrew Finlayson Ramsay Milne Ross Thomson Ian Yuill 2 substitutes to be advised
University of Aberdeen University Court	1 member	Barney Crockett
Aberdeen Art Gallery and Museums, Friends of the Gallery	1 administration member	Marie Boulton
Aberdeen Business Improvement District (BID) Board	1 member	Barney Crockett
Aberdeen City and Shire Economic Future	1 member	Barney Crockett

Group	Representation	Names
Aberdeen City Centre Association	2 members including 1 opposition	Barney Crockett Jennifer Stewart
Aberdeen City Centre Closed Circuit Television Liaison Group	1 opposition member	Gordon Townson
Aberdeen Community Safety Partnership	3 members (1 member of the Police Board, 1 member of the Fire Board and either Convener or Vice-Convener of Housing and Environment Committee)	Scott Carle Neil Cooney Martin Greig
Aberdeen Domestic Abuse Partnership	3 members including 1 opposition.	Lesley Dunbar Fraser Forsyth Gill Samarai
Aberdeen Foyer	2 members including 1 opposition	David Cameron Angela Taylor
Aberdeen Greenspace	4 members including 2 opposition	Marie Boulton Martin Greig Muriel Jaffrey Tauqeer Malik
Aberdeen Heat and Power	2 administration members	Ramsay Milne Jean Morrison MBE
Aberdeen Lads Club	2 members including 1 opposition	Ross Grant Jim Noble
Aberdeen Outdoor Access Forum	1 opposition member and 1 substitute member (Andrew Finlayson - substitute)	Ian Yuill
Aberdeen Performing Arts	4 members including 2 opposition	Marie Boulton Alan Donnelly Jim Kiddie Jennifer Stewart
Aberdeen Renewable Energy Group (AREG)	1 administration member and 1 substitute member	Jean Morrison MBE 1 substitute to be advised
Aberdeen Sports Council Executive Committee	1 opposition member	Graham Dickson

Group	Representation	Names
Aberdeen Torshavn Commission	2 members	Lord Provost Barney Crockett
Aberdeen Victim Support Scheme	1 administration member	Nathan Morrison
Alcohol and Drugs Partnership	3 members including 1 opposition	Marie Boulton Fraser Forsyth Jim Kiddie
Alcohol Support Limited	1 opposition member	1 to be advised
Association of North Sea Societies	1 administration member	Graeme Lawrence
Association of Port Health Authorities	1 opposition member	David Cameron
Association for Public Service Excellence (APSE)	1 administration member	Barney Crockett
Association for Public Service Excellence National Advisory Group on Citizen Engagement	1 administration member	Barney Crockett
Care and Repair Initiative Scotland - Aberdeen Agency	3 members including 1 opposition	Lesley Dunbar Jean Morrison MBE Gill Samarai
Castlegate Arts Ltd	2 members	Marie Boulton Ramsay Milne
Citizens Advice Bureau Management Committee	3 members including 1 opposition	Graham Dickson Alan Donnelly Jean Morrison MBE
City Development Company	4 members including 1 opposition	Marie Boulton Barney Crockett Callum McCaig Willie Young
City Garden Project Management Board	2 administration members	Barney Crockett Ross Thomson
City Heritage Trust	4 members including 2 opposition	Marie Boulton John Corall Barney Crockett Andrew Finlayson

Group	Representation	Names
Convener Court of Old Aberdeen Hammerman Trade and the Fleshers and Fisher Trade Society	3 members including 1 opposition	Alan Donnelly Ramsay Milne Jim Noble
COSLA Best Value Elected Members Network	1 administration member	Fraser Forsyth
COSLA Community Safety Executive Group	1 administration member	Neil Cooney
COSLA Community and Wellbeing and Safety Executive Group	1 administration member	Angela Taylor
COSLA Education, Children and Young People Executive Group	1 administration member	Jenny Laing
COSLA Health and Wellbeing Executive Group	1 administration member	Len Ironside CBE
COSLA Regeneration and Sustainable Development Executive Group	1 administration member	Jean Morrison MBE
COSLA Resources and Capacity Executive Group	1 administration member	Willie Young
COSLA Strategic Human Resource Management Executive Group	1 administration member	Gordon Graham
Cowdray Hall Committee	6 members including 3 opposition to be appointed from Education, Culture and Sport Committee	Marie Boulton Martin Greig Jenny Laing Andy May Jennifer Stewart Ross Thomson
Disabled Persons Housing Service	1 administration member	Len Ironside CBE
East Grampian Coastal Partnership Management Group	1 opposition member	John Corall

Group	Representation	Names
Enterprise North East Trust Limited	1 administration member	Tauqeer Malik
Epilepsy Association of Scotland	1 opposition member	Kirsty Blackman
Fairer Scotland Fund Board	3 members including 1 opposition	Yvonne Allan Gordon Graham Jim Noble
Fersands Area Forum	3 local members	George Adam Kirsty Blackman Lesley Dunbar
Gaelic Education Advisory Group	2 members including 1 opposition	John Corall Jenny Laing
Garthdee Alpine Sports Board	5 members (3 local, 1 administration and 1 opposition)	Angela Taylor 4 to be advised
General Committee for Older Peoples Week	1 administration member	Jean Morrison MBE
George, James and Alexander Chalmers Trust	3 members including 1 opposition	Lord Provost Barney Crockett Jim Noble
Gordon Highlanders Museum Board	4 members including 1 opposition	Alan Donnelly Neil Cooney Jackie Dunbar Aileen Malone
Grampian Community Care Charitable Trust	2 members	Barney Crockett Scott Carle
Grampian Housing Association Ltd	1 administration member	Ross Grant
Grampian Houston Association	4 members including 2 opposition	Yvonne Allan Alan Donnelly Gordon Townson Willie Young
Grampian Institute of Sport	1 administration member	Graeme Lawrence
Grampian Japan Trust	2 members	Barney Crockett Willie Young

Group	Representation	Names
Grampian Joint Older People's Strategy	1 administration member	Tauqeer Malik
Grampian Racial Equality Council	2 members including 1 opposition	Jean Morrison MBE Gordon Townson
The Green Townscape Heritage Initiative Project Board	2 members (previously from the George Street/Harbour ward)	Andrew Finlayson Nathan Morrison
Gypsy Traveller Education & Information Project (North East)	1 opposition member	Jackie Dunbar
Highland Reserves Forces and Cadets Association	1 opposition member	Jackie Dunbar
Instant Neighbour Charitable Trust	1 administration member	Scott Carle
Inter-authorities Standing Group on Gaelic	1 member	Barney Crockett
KIMO	1 administration member	Ramsay Milne
Langstane Housing Association Ltd	1 administration member	Nathan Morrison
Local Authority Fair Trade Forum	1 administration member	Graeme Lawrence
MacDonald Art Committee	4 members including 2 opposition	Marie Boulton Barney Crockett Martin Greig Jennifer Stewart
Mastrick Young Unemployed Project	3 local members	David Cameron Steve Delaney Len Ironside CBE
Mental Health Aberdeen City Council	1 administration member	Lesley Dunbar
Middlefield Community Project Management Committee	3 local members	Scott Carle Jackie Dunbar Gordon Graham
Museums Galleries Scotland	1 administration member	Marie Boulton

Group	Representation	Names
National Council on Deafness	1 member	Len Ironside CBE
National Society for Clean Air and Environmental Protection	1 opposition member	Gill Samarai
NEM (SITA) Management Board	1 administration member	Willie Young
NESTour	3 members including 1 opposition	Yvonne Allan Bill Cormie Angela Taylor
North East Agricultural Advisory Committee	5 members including 2 opposition	John Corall Ross Grant Graeme Lawrence Jean Morrison MBE 1 to be advised
North East Scotland Climate Change Partnership	1 administration member	Lesley Dunbar
North East of Scotland Port Welfare Committee	1 opposition member	John Corall
North East Scotland Touring Arts Co-ordinating Association	2 members	Marie Boulton Barney Crockett
North East Sensory Service (NESS)	1 opposition member	1 to be advised
North East Waste Partnership	2 members including 1 opposition	Neil Cooney Jackie Dunbar
Northfield Area Forum	3 local members	Scott Carle Jackie Dunbar Gordon Graham
Oakbank School of Governors	9 members	Scott Carle Alan Donnelly Jenny Laing Angela Taylor Willie Young 4 to be advised
Peacock Printmakers Ltd Board of Management	3 members including 1 opposition	David Cameron Barney Crockett Tauqeer Malik

Group	Representation	Names
POLIS	1 administration member	Willie Young
Powis Community Project	3 local members	Ross Grant Ramsay Milne Jim Noble
Primrosehill Family Centre	3 local members	Ross Grant Ramsay Milne Jim Noble
Printfield Community Project	3 local members	George Adam Kirsty Blackman Lesley Dunbar
Rail Transport Working Party	2 members including 1 opposition	Ramsay Milne Ian Yuill
Retail Rocks PSG	1 administration member	Yvonne Allan
Retail Rocks Abdn Ltd	3 members including 1 opposition	Yvonne Allan Graham Dickson Ross Thomson
Robb's Trust	2 opposition members	Aileen Malone Gordon Townson
Robert Gordon's College Board of Governors	4 members including 2 opposition	Bill Cormie Jenny Laing Ross Thomson Ian Yuill
Robert Nichol Trust	1 opposition member	John Corall
Royal Scottish National Orchestra	1 opposition member	Jim Kiddie
St Machar Parents Support Project	3 members including 1 opposition	Ross Grant Ramsay Milne Jim Noble
Satrosphere	2 members including 1 opposition	Jenny Laing Aileen Malone
SCARF	2 administration members	Ramsay Milne Nathan Morrison

Group	Representation	Names
Scottish Accident Prevention Council - Water and Leisure Safety; Road Safety; and Home Safety	3 administration members (1 member to be appointed to each of the 3 committees)	Andrew Finlayson Gordon Graham Graeme Lawrence
Scottish Councils' Committee on Radioactive Substances	1 administration member	Scott Carle
Scottish Council on Deafness	1 opposition member	Neil MacGregor
Scottish Council for Single Homeless	1 administration member	Fraser Forsyth
Scottish Joint Negotiating Committee for Teaching Staff	1 administration member	Jenny Laing
Scottish Local Government Against Poverty	2 members including 1 opposition	Yvonne Allan Graham Dickson
Shopmobility Management Committee	2 administration members	Tauqeer Malik 1 to be advised
South Aberdeen Coastal Regeneration Project Steering Group	1 administration member	Yvonne Allan
Sport Aberdeen	3 members including 1 opposition	Graham Dickson Fraser Forsyth Graeme Lawrence
Transition Extreme Limited Board	1 administration member	Jenny Laing
Veterans Champion	1 member	Lord Provost
Visit Aberdeen Destination Marketing Organisation	3 members including 1 opposition	Yvonne Allan John Corall Barney Crockett
Voluntary Service Aberdeen Board	1 administration member	Graeme Lawrence
William Harvey Trust	1 opposition member	1 to be advised

Group	Representation	Names
Woodside Neighbourhood Community Planning and Regeneration Network	3 local members	George Adam Kirsty Blackman Lesley Dunbar
World Energy Cities Partnership	1 member	Lord Provost