

FINANCE AND RESOURCES COMMITTEE

COMMITTEE BUSINESS

13 June 2013

Please note that this statement contains a note of every report which has been instructed for submission to this Committee. All other actions which have been instructed by the Committee are not included, as they are deemed to be operational matters after the point of committee decision.

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
1.	<p>Finance and Resources Committee 28/01/10 article 2 & 11/03/10 article 31 & 11/05/10 article 34</p> <p>Audit and Risk 29/03/11 article 12</p>	<p><u>CAB – Debt Advice Service</u></p> <p>At its meeting of 11/03/10 the Committee resolved: to request a report back at each meeting of this Committee on all matters detailed within the report and in particular until a Service Level Agreement is in place between the Council and the CAB.</p> <p><u>Internal Audit - Summary of Audit Findings - Report by Pricewaterhouse Coopers</u></p> <p>The Committee resolved: to instruct officers to report on the following bodies to their relative Service Committee explaining why no Service Level Agreement was currently in place and to instruct the Service to establish a Service Level Agreement within a strict timeframe:</p> <ul style="list-style-type: none"> • Citizens' Advice Bureau. 	<p>At its meeting on 25 April 2013m the Committee resolved:</p> <p>(i) to note that a draft Service Level Agreement had been submitted for consideration by the Citizens Advice Bureau Aberdeen which would be considered at their Board meeting later in April;</p> <p>(ii) to agree to suspend standing orders that would otherwise require this service to be competitively tendered; and</p> <p>(iii) to delegate responsibility to the Director of Housing and Environment and Head of Legal and Democratic Services, in consultation with the Convener of the Finance and Resources Committee to sign off the Service Level Agreement once agreed by the Citizens Advice Bureau Board and on terms satisfactory to the Council.</p> <p>Recommended for removal.</p>	Head of Housing and Community Safety		

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2.	Finance and Resources 28/09/10 article 24	<p><u>Access from the North Proposals (Third River Don Crossing) - Compulsory Purchase Order</u></p> <p>The Committee resolved: to note that officers would provide regular updates to Committee in relation to progress with land acquisition against budget.</p>		Head of Asset Management and Operations	As and when required	
3.	Finance and Resources 28/09/10 article 25	<p><u>Property Asset Management Plan</u></p> <p>The Committee resolved: that also in respect of the TNRP review, the Head of Asset Management and Operations be instructed, in conjunction with the Head of Finance, to prepare a schedule of property reviews with a view to completing within eighteen months and to report on those reviews, to appropriate meetings of this Committee.</p>	<p>The Committee considered a report in relation to Bucksburn Farm at its meeting on 21 February.</p> <p>A comprehensive report detailing all the issues relating to the current tenancies and Local Plan designations is being developed. It should be noted that this is a complex issue which requires significant work to complete. Due to ongoing work within the Team involved it is unlikely that resources can be identified prior to Summer 2013 to complete the necessary work.</p>	Head of Asset Management and Operations	04/10/12	26/9/13
4.	Finance and Resources 01/02/11 article 32 & Budget Meeting of Council 10/02/11 article 2.	<p><u>Accord Card – Citizen Roll Out</u></p> <p>The Committee resolved: to instruct that a progress report be submitted to this Committee every second cycle.</p>	<p>A information bulletin report is available.</p> <p>Recommended for removal.</p>	Head of Customer Service and Performance	13/06/13	13/6/13

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5.	Housing and Environment 24/01/12 article 13	<p><u>Affordable Housing Delivery</u></p> <p>The Committee resolved: to request that officers report to the appropriate committee in due course to advise as to whether there is any evidence to suggest that reducing the Council Tax discount on long term empty properties provides an incentive to owners to bring their empty properties back into use.</p>	A report will be issued on the outcome of consultation with Scottish Government.	Head of Finance/ Revenues and Benefits Manager	06/12/12	26/9/13
6.	Finance and Resources 15/03/12 article 30	<p><u>Grampian Japan Trust Loan Request</u></p> <p>The Committee resolved:</p> <p>(i) to instruct officers to seek further clarification on the Grampian Japan Trust as per paragraph 5.4 of the report;</p> <p>(ii) subject to the above, to approve a secured loan for a period of 12 months of up to £15,000 to Grampian Japan Trust subject to (1) the Head of Legal and Democratic Services being satisfied that the Council has adequate security over the property known as Thomas Glover House; and (2) the Head of Finance being satisfied that there is no financial risk to the Council, and evidence of proper financial stewardship of the Trust; and</p> <p>(iii) to instruct the Director of Education, Culture and Sport to report back to this Committee providing details</p>		Enterprise, Planning and Infrastructure	04/10/12	26/9/13

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	Finance and Resources 21/06/12 article 14	<p>of the final outcome of the above.</p> <p>The Committee resolved: to instruct that a report be presented to the next meeting of this Committee of 4 October, 2012, which should either confirm that the further information sought has been provided and the loan made, or that the loan offer has been withdrawn.</p>				
7.	Finance and Resources 15/03/12 article 36	<p><u>Review of Commercial Office Properties</u></p> <p>The Committee resolved:</p> <p>(i) to instruct the Head of Asset Management and Operations to undertake an appraisal on 11/13 and 15/17 Belmont Street, reporting back to this Committee in due course; and</p> <p>(ii) to instruct the Head of Asset Management and Operations to review and report on possible options for the future of 1 Queens Gardens, prior to the current lease expiring in April, 2014.</p>	<p>A report on (i) is on the agenda.</p> <p>(ii) is currently being researched with a view to reporting to the Committee meeting on 26 September, 2013</p>	Head of Asset Management and Operations	06/12/12	<p>(i) 13/6/13</p> <p>(ii) 26/9/13</p>
8.	Finance and Resources 21/04/11 article 25 Corporate Policy and Performance Committee 14/06/12 article 4	<p><u>External Support to Deliver the Business Plan</u></p> <p>The Committee resolved: to instruct that a report be brought back to the Corporate Policy and Performance Committee (or the Urgent Business Committee if during recess) to deal with any securing of external support that may</p>		Directors as appropriate	As and when required	

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		<p>be required to assist with the delivery of service options relating to external delivery. Updates to be provided by the Director as and when required.</p> <p>At its meeting of 14 June, the Corporate Policy and Performance Committee recommended that this item be transferred to the Finance and Resources Committee.</p>				
9.	Finance and Resources 04/10/12 article 29	<p><u>Satrosphere</u></p> <p>At its meeting on 4 October 2012 the Committee agreed amongst other things, to instruct officers to provisionally negotiate terms and conditions of lease, or an extension to an existing lease, or other potential property transaction, in the event that consideration leads Satrosphere to the conclusion that either relocation to another venue held on the Council's Property Account or redevelopment of their existing facility at 179 Constitution Street was the preferred option, on the basis that any provisional agreement between the parties be reported to a future meeting of this Committee, in order that members might consider formal approval.</p>	<p>At its meeting on 25 April 2013, the Committee resolved, amongst other things,</p> <p>(a) to note the position in respect of both the potential re-development of the premises at 179 Constitution Street and discussions around the establishment of a Partnership Agreement to formalise continued support of Satrosphere Limited by the Council instructed at the Committee meeting of 4th October 2012; and</p> <p>(b) to approve the recommendation, identified within 5.3.8 (i) that oversight of Satrosphere's operational and educational outcomes, linked to the development of a formal partnership framework, is provided annually through the Culture and Sports Sub-Committee with consideration of future renewals of the Bank Guarantee being considered separately by this Committee.</p>	Head of Educational Development, Policy and Performance	26/9/13	

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10.	Finance and Resources 04/10/12 article 34	<p><u>Newhills Expansion – Initial Consultants Appointment</u></p> <p>The Committee resolved, amongst other things, to note that this commission would be the 1st phase of the programme of work for the implementation of a Development Framework for the site, and that a further report would be submitted to this Committee.</p>	Initial works have been progressed although discussions with other interested parties are not yet at a stage where they can be reported to Committee. It is hoped that a report will be submitted to the next meeting.	Head of Asset Management and Operations	21/2/13	26/9/13
11.	Finance and Resources 06/12/12 article 18	<p><u>Annual Housing And Council Tax Benefit Report</u></p> <p>The Committee resolved to note that an annual report advising of Housing and Council Tax Benefit Service performance would be presented to the Committee.</p>	A report is on the agenda.	Head of Finance	5/12/13	13/6/13
12.	Housing and Environment 15/01/13 article	<p><u>Local Authority Mortgage Scheme</u></p> <p>The Committee resolved to approve the principle of taking the scheme forward subject to further exploration of the financial and legal position with a detailed report to Finance and Resources Committee on 21 February 2013.</p>	<p>Subsequent to the decision of the Housing and Environment Committee, officers are awaiting advice from legal services regarding the Local Authority Mortgage Scheme. A report will be submitted to the Committee once this information has been received.</p> <p>An information bulletin report was presented to the Committee's meeting on 21 February 2013.</p> <p>A report was withdrawn from the agenda of 25 April.</p> <p>Legal Services provided detailed legal advice in relation to the</p>	Head of Housing and Community Safety	21/2/13	

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			<p>position of the Council and the Monitoring Officer in advance of the previous Finance and Resources Committee meeting, however the report was withdrawn before consideration by the Committee. The Chancellor of the Exchequer announced a Help To Buy Scheme at the March Budget, which will apply to Scotland and provide the same assistance as the LAMS would do. This is likely to be introduced in January 2014. We are awaiting details of the scheme which will almost certainly result in the need for the aforementioned LAMS scheme to be replaced with this new scheme.</p> <p>Details of the new Scheme and the potential for participation by ACC will be reported to the Housing and Environment Committee once known later this year.</p> <p>Recommended for removal</p>			
13.	Finance and Resources 21/2/13 article 16	<p><u>Centre for Scottish Public Policy</u></p> <p>The Committee resolved to request that a report on the benefit to the Council of membership on this body be submitted to the Committee within one year to enable members to determine if it should continue the membership.</p>		Chief Executive	February 2014	

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14.	Finance and Resources 21/2/13 article 28	<p><u>Supplementary Review of Advance Factories 2013</u></p> <p>The Committee resolved amongst other things:</p> <p>(i) instruct the Head of Asset Management and Operations to report to future meetings of this Committee on the outcome of the implementation of recommendations (b), (c) and (d) contained in the report, in order that Committee might consider the approval of offers for advance factories or authorising the implementation of repair and upgrading works programmes, or any other potential property schemes for groups of advance factories; and</p> <p>(ii) instruct the Head of Asset Management and Operations to report to future meetings of the Committee on the outcome of the implementation of recommendations (f) and (g) contained in the report, in order that the Committee might consider the approval, in principle, of such potential development schemes.</p>	The various remits are currently being actioned by the Head of Asset Management and Operations. It is intended that an update report on progress will be submitted to the Finance and Resources Committee meeting on 26/09/13.	Head of Asset Management and Operations	13/6/13	26/9/13
15.	Finance and Resources 21/2/13 article 32	<p><u>Ferryhill Engine Shed – Current Status</u></p> <p>The Committee resolved amongst other things:</p> <p>(i) to agree to the continuation of the Licence to Occupy granted to</p>	Discussions are ongoing and a report will be submitted to the Committee on 26 September 2013.	Head of Asset Management and Operations	13/6/13	26/9/2013

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		FRHT on a month to month basis, for up to a maximum of six months, to allow discussions on the key issues to be clarified; and (ii) instruct the Head of Asset Management and Operations to report back to this Committee on any variation of circumstances.				
16.	Finance and Resources 21/2/13 article 33	<u>Greenferns Development Update</u> The Committee resolved amongst other things: (i) instruct the Head of Asset Management and Operations to bring a future report to the Committee on the outcome of these actions detailed in the report; and (ii) note that a further report in relation to the Greenferns Holding would be submitted to the Committee in early course.		Head of Asset Management and Operations	13/6/13	26/9/13
17.	Finance and Resources 25/4/13 article	<u>Joint Commissioning Strategy for Older People 2013-2023 - Financial Framework</u> The Committee resolved amongst other things to agree to receive a report on the baseline integrated budget, once the work on this was completed		Head of Older People and Rehabilitation	26/9/13	
18.	Housing and Environment 14/05/13	<u>Haudagain Upgrade - A Way Forward - Middlefield</u> The Committee resolved amongst other things:	The meeting with Transport Scotland has been rearranged to be held on 28 June 2013. Further to that meeting a report will be submitted to the next meeting of the Committee.	Head of Regeneration and Housing Investment	13/6/13	13/6/13

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		<p>(i) to report to the relevant Committees as soon as possible to advise on the project and at each stage of the project thereafter; and</p> <p>(ii) to note the meeting with Transport Scotland in May 2013 to discuss the way forward for regeneration in association with the Haudagain upgrade and instruct officers to report to the next meeting of Finance and Resources Committee outlining the financial implications for the project.</p>	An report is on the agenda.			