

FINANCE, POLICY AND RESOURCES COMMITTEE

COMMITTEE BUSINESS

26 September 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.	Housing and Environment 24/01/12 article 13	<u>Affordable Housing Delivery</u> 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.	A report will be issued on the outcome of consultation with Scottish Government.	Head of Finance/ Revenues and Benefits Manager	06/12/12	5/12/13
2.	Finance and Resources 15/03/12 article 30	<u>Grampian Japan Trust Loan Request</u> The Committee resolved: (i) to instruct officers to seek further clarification on the Grampian Japan Trust as per paragraph 5.4 of the report; (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		Enterprise, Planning and Infrastructure	04/10/12	5/12/13

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	Finance and Resources 21/06/12 article 14	<p>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 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either confirm that the further information sought has been provided and the loan made, or that the loan offer has been withdrawn.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>				
3.	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 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. 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>		Directors appropriate as	As and when required	

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4.	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> <p>The Service is in on-going discussions with Satrosphere around the detailed terms of the Partnership Agreement which are progressing well, and the potential re-development proposal for the premises.</p>	Head of Educational Development, Policy and Performance	26/9/13	5/12/13

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			<p>With the appointment of a full-time Chief Executive Officer, commencing in late August/September 2013, Satrosphere have signalled an intent to enhance it's capacity to effectively move forwards with these projects and a report will be made available to Committee on conclusion of the Partnership Agreement negotiations and, dependant on the progress of the re-development option, as and when additional authorities are required in connection with the premises lease.</p> <p>As agreed at the April meeting of the Committee, a separate oversight report, linked to the Partnership Agreement will be reported to the Culture and Sport Sub-Committee in May 2014</p>			
5.	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>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 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</p>	Head of Housing and Community Safety	25/4/13	

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			<p>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. Details of the new Scheme and the potential for participation by ACC will be reported to the Housing and Environment Committee.</p> <p>At its meeting on 26 June 2013, the Committee resolved to request officers to advise the Committee if the Director of Housing and Environment had written to the building society to determine its position.</p> <p>The Director has not at this stage written to the building society. We await details of the revised Help to Buy Scheme due for introduction in early 2014. Once details are known we will be in a better position to consider our position.</p>			
6.	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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7.	Finance and Resources 25/4/13 article 21	<p><u>Joint Commissioning Strategy for Older People 2013-2023 - Financial Framework</u></p> <p>The Committee resolved amongst other things to agree to receive a report on the baseline integrated budget, once the work on this was completed</p>		Head of Older People and Rehabilitation	26/9/13	5/12/13
8.	Housing and Environment 14/05/13	<p><u>Haudagain Upgrade - A Way Forward - Middlefield</u></p> <p>The Committee resolved amongst other things:</p> <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>	<p>At its meeting on 13/6/13 a report was considered and referred to Council on 26/6/13 for consideration.</p> <p>Council on 26 June 2013 agreed, amongst other things, to instruct officers to bring a report to an additional meeting of the Finance and Resources Committee on 25 July 2013 on the meeting with Transport Scotland, including detailed information from the Government on the financial arrangements to be made to purchase assets required to deliver the Haudagain junction improvements and setting out the Council's objectives to start this project within the next two years.</p> <p>The Committee on 25 July 2013 agreed, amongst other things, to:</p> <p>(1) instruct Councillor Crockett, Leader of the Council, to write to all council tax payers within the Middlefield regeneration area setting out the Council's objectives for regeneration, taking into consideration the fact that the Scottish</p>	Head of Regeneration and Housing Investment	5/12/13	

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			<p>Government had not yet agreed a compensation package despite this matter being discussed by Council on 25 June 2008 as an emergency item in order that the decision of Council could be referred to the Scottish Government at the earliest opportunity;</p> <p>(2) instruct officers to continue to push the Scottish Government to enter into a legally binding contract with the Council to fully fund the project noting the decision of the previous administration on 19 November 2009 at the Housing and Environment Committee, which included the then Vice Convener of that Committee, Councillor Mark McDonald now MSP and ward Councillors Kevin Stewart now MSP and Jackie Dunbar, “to suggest that the Scottish Government fully fund replacement facilities for the Middlefield Community Project, Middlefield Youth Project, Pathways and the Healthy Hoose, reporting back to the December meeting of the Finance and Resources on its progress”;</p> <p>(3) instruct officers to carry out a feasibility study on how best to proceed with Middlefield</p>			

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			<p>regeneration should the Scottish Government renege on its verbal promise to fund the construction of the road improvements, including all compensation costs for the delivery of the Haudagain Scheme, reporting back to the December meeting of the Finance and Resources Committee; and</p> <p>(4) request a comprehensive risk assessment covering political, business and finance risks to be considered in the form of the Corporate Risk Register, reporting back to the December meeting of the Finance and Resources Committee.</p> <p>This decision was referred to Council for determination and was approved by Council on 21 August.</p>			
9.	Finance and Resources 13/6/13 article 10	<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>		Head of Finance	19/6/14	

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10.	Urgent Business Committee 29/4/13 article 2	<u>Processions Charging Policy</u> The Urgent Business Committee resolved, amongst other things, to instruct that a report be submitted to the next meeting of the Finance and Resources Committee on a policy review and the introduction of a processions charging policy.	A report will be submitted to the next meeting of the Enterprise, Strategic Planning and Infrastructure Committee.	Head of Asset Management and Operations	26/9/13	12/11/13 – Enterprise, Strategic Planning and Infrastructure
11.	Council 26/6/13	<u>Tillydrone Project</u> Council resolved, amongst other things, to authorise officers to implement mitigation measures to reduce the uncertainty over grant funding contribution, and request that reports be submitted to the Housing and Environment and Finance and Resources Committees once grant funding levels are known.		Head of Regeneration and Housing Investment	5/12/13	
12.	Council 26/6/13	<u>Grampian Joint Police Board Draft Statement of Accounts 2012/13</u> Council resolved, amongst other things, to request officers to report to a future meeting of the Finance and Resources Committee regarding the reserves redistributed by Grampian Police to the Council and how it would be spent.		Head of Finance	5/12/13	
13.	Continuous Improvement 06/05/08 Article 10 Scrutiny Panel 19/01/09	<u>Local Code of Corporate Governance</u> The Continuous Improvement Committee agreed that the refreshed Local Code of Corporate Governance be brought to its meeting on 17 June 2008, having been updated in light of the improvement	Further updates on the development of the Code in light of the decisions made by the Audit and Risk Committee to be brought back to the Corporate Policy and Performance Committee as and when required.	Head of Service, Office of Chief Executive	As required	

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	Article 2	<p>agenda set out in the Audit of Best Value and Community Planning and in line with the new Framework for Delivering Good Governance in Local Government.</p> <p>At its meeting on 19 January 2009, the Scrutiny Panel agreed to instruct officers to investigate, in consultation with appropriate Councillors, all appropriate and viable alternative methods other than investigations to address the issue of leaked reports and report back to the next meeting of the Panel on 2 March 2009.</p> <p>At its meeting on 29 November 2012, the Committee (i) noted the update on the ongoing implementation of the Council's Local Code of Corporate Governance; and (ii) agreed that further updates on the development of the Code in light of the decisions made by the Audit and Risk Committee would be brought to the Corporate Policy and Performance Committee when required.</p>				
14.	Finance and Resources 21/04/11 article 35	<p><u>Trade Union Facility Time</u></p> <p>The Committee resolved: to instruct the Head of Human Resources and Organisational Development to report back to this Committee on the review within six months.</p> <p>At its meeting on 22 September, the Committee agreed to refer the report to Aberdeen City Council's Local</p>	At its meeting of 20 February 2013, the Committee noted that discussions were still ongoing, with a report due before CMT in a few weeks, following which there would be a formal engagement process where Councillors could be involved. The report back to Committee would therefore be expected in a few months' time.	Head of Human Resources and OD	01/12/11	5/12/13

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		Government Employee's Joint Consultative Committee for discussion, not negotiation, and that a report on this matter be considered at the next meeting of the Corporate Policy and Performance Committee on 1 December 2011.	This matter is now being discussed at the Local Government Employee's Joint Consultative Committee, thereafter should a decision be required a report will be submitted to this Committee.			
15.	Corporate Policy and Performance Committee 22/9/11 article 6	<u>Sickness Absence Performance</u> The Committee resolved, amongst other things, to instruct the Head of Human Resources and Organisational Development to report quarterly to the Corporate Policy and Performance Committee on the Council's performance on the management of sickness absence.	The Committee had a report before it at its meeting of 18 April 2013. At that meeting, the Committee requested that future reports reflect the long-term sickness absence figures. A report will be submitted to the Committee at its meeting on 5 December 2013.	Head of Human Resources and OD	26/09/13	5/13/13
16.	Corporate Policy and Performance Committee 01/12/11 article 16	<u>Volunteering Strategy</u> The Committee resolved, amongst other things, to agree that further work on updating the Council's Volunteering Policy be carried out and reported back to Committee at its meeting on 14 June, 2012.	Following consultation on a draft policy, further engagement with stakeholders is ongoing. A report is on the agenda.	Head of Customer Service and Performance	14/06/12	26/09/13
17.	Corporate Policy and Performance Committee 08/03/12 Article 10	<u>Auto-Enrolment</u> The Committee resolved to note the contents of the report and instruct officers to proceed with the implementation of Auto-Enrolment, and to request officers to report back to Committee later in the year. At its meeting on 29 November 2012, the Committee considered a report on	Following the decisions taken at its meeting on 29 November 2012 (see column to the left), the Committee noted that officers would report back to a future meeting on the matter. It is too soon to provide meaningful information in relation to the number of employees who may choose to opt out of the pension schemes, following	Head of Human Resources and OD	26/09/13	26/09/13

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		the matter and agreed (i) to note the update on the preparation for auto-enrolment set out under section 5(a) of the report, and to instruct officers to continue to progress the project plan to implementation; (b) <u>not</u> to apply the 'transitional period' for the reasons set out in section 5(b) of the report; and (c) agreed to grant the Head of Human Resources and Organisational Development discretion to apply the 'postponement' provision as considered necessary. The Committee noted that officers would report back to a future meeting on the matter.	being auto-enrolled. The picture should be clearer by late summer, and it is therefore intended to report back to committee on 19th September. A report is on the agenda.			
18.	Corporate Policy and Performance Committee 27/09/12 Article 13	<u>Parenting Strategy</u> At its meeting of 27 September 2012, the Committee approved the Parenting Strategy and asked that a review of the policy be brought back to Corporate Policy and Performance Committee in six months' time.	In line with the SOA this work will be reported as part of the supporting families' priority. A revised strategy will be reported to the Committee in April 2014.	Education, Culture and Sport	06/06/13	24/04/14
19.	Corporate Policy and Performance Committee 18/04/13 Article 13	<u>Impact and Potential for Social Media</u> The Committee resolved, amongst other things, to approve a further review of Council business use of social media to be presented to this Committee in April 2014		Communications Manager	24/04/14	

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20.	Finance and Resources 25/04/13 Article 27	<u>Social Care and Wellbeing Management Structure</u> The Finance and Resources Committee resolved to instruct the Monitoring Officer to conduct an investigation into the leaking of this exempt report to the press and to request that all Councillors and officers make themselves available to be interviewed as part of this process.	A report will be presented to a future meeting of the Committee once the investigation has been completed.	Monitoring Officer	26/09/13	5/12/13
21.	Corporate Policy and Performance Committee 06/06/13 Article 7	<u>Corporate Parenting Policy</u> At its meeting of 6 June 2013, the Committee, amongst other things, resolved to instruct officers to report back on the implementation and review of the Corporate Parenting Policy and action plan to the Corporate Policy and Performance Committee in May 2014.		Director of Social Care and Wellbeing	12/06/14	
22.	Enterprise, Strategic Planning and Infrastructure Committee 29/8/13	<u>Subsistence Rate for Foreign Travel</u> At its meeting of 29 August 2013, the Committee, amongst other things, to request officers to review the method of calculating the subsistence rate for foreign travel and report to the Finance, Policy and Resources Committee on the outcome.		Economic and Business Development	5/12/13	