

**PROPERTY SUB COMMITTEE**

**SUB COMMITTEE BUSINESS**

**4 February 2013**

Please note that this statement contains a note of every report which has been instructed for submission to this Sub Committee. All other actions which have been instructed by the Sub 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.	Finance and Resources 15/03/12 article 36	<p><b><u>Review of Commercial Office Properties</u></b></p> <p>The Committee resolved amongst other things 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>Following an initial appraisal, discussions are ongoing between the Council and their existing tenant. A report will be brought to the Sub Committee in due course.</p> <p>An information bulletin report was available for the Sub Committee's meeting on 26 November 2013.</p> <p>Officers have reached provisional agreement with Monitor to lease the whole of 1 Queens Gardens, on a new full repairing and insuring lease, for a period of 5 years. The new lease will commence on 23 February 2014</p> <p>A rent free period in exchange for the Tenant undertaking refurbishment works to the second floor of the premises (previously occupied by the Emergency Planning Service) has yet to be agreed. However, it is anticipated that this will be finalised and the deal concluded before the meeting of the Committee. Officers are satisfied that this deal (and the</p>	Head of Asset Management and Operations	06/12/12	

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			big rent increase) represents the best possible outcome for the City Council at this time.  <b>On the basis of the above information it is recommended that this item be removed.</b>			
2.	Finance and Resources 04/10/12 article 34	<b><u>Newhills Expansion – Initial Consultants Appointment</u></b>  The Committee resolved, amongst other things, to note that this commission would be the 1 <sup>st</sup> 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.	A report dealing with Common Good development and investment requirements is on the agenda, which includes an update on this site. An update was reported to the Sub Committee on 24 September 2013. Further updates will be brought forward as appropriate.	Head of Asset Management and Operations	<b>21/2/13</b>	22/4/14
3.	Finance and Resources 21/2/13 article 28	<b><u>Supplementary Review of Advance Factories 2013</u></b>  The Committee resolved amongst other things: (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	An information bulletin report was available for the Sub Committee's meeting on 26 November 2013.  Further to the aforementioned bulletin report Members are asked to note progress in actioning the various remits and instruct the Head of Asset Management and Operations to submit further bulletin and/or reports to future Sub Committee meetings, as and when significant developments occur in the case.	Head of Asset Management and Operations	<b>13/6/13</b>	10/06/14

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		<p>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>				
4.	Finance and Resources 21/2/13 article 31	<p><b><u>Bobby Calder Park</u></b></p> <p>The Committee resolved amongst other things:</p> <p>(i) agree that as the identification of a site for a new secondary school to the south of the Dee was amongst the Council's key priorities, Bobby Calder Park be reserved as a possible site for this project until such time as a final site was approved for the new school; and</p> <p>(ii) authorise officers to progress more detailed negotiations with Cove Rangers Football Club (or their trustees) with the view to a more modest project being taken forward by them, subject to a long ground lease being agreed, on the basis that such a use would be compatible with any proposals for a new secondary school.</p>	<p>The site is identified as a preferred location for a new secondary school. As initial design work is advanced it will be possible to hold more detailed conversations with Cove Rangers and other interested parties. This design work is being advanced by Education, Culture and Sport.</p>	Head of Asset Management and Operations	<b>13/6/13</b>	22/4/14

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5.	Finance and Resources 21/2/13 article 32	<p><b><u>Ferryhill Engine Shed – Current Status</u></b></p> <p>The Committee resolved amongst other things:</p> <p>(i) to agree to the continuation of the Licence to Occupy granted to 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</p> <p>(ii) instruct the Head of Asset Management and Operations to report back to this Committee on any variation of circumstances.</p>	<p>At its meeting on 24 September 2013, the Sub Committee agreed that the license to occupy be allowed to continue on a month to month basis with a report being brought back to the Sub Committee in early 2014 setting out the preferred arrangements for the long term.</p> <p>A meeting is being arranged with the Trust to discuss the status of their applications. An oral update can be provided to the Sub Committee.</p>	Head of Asset Management and Operations	<b>13/6/13</b>	4/2/14 – oral update
6.	Finance and Resources 21/2/13 article 33	<p><b><u>Greenferns Development Update</u></b></p> <p>The Committee resolved amongst other things:</p> <p>(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</p> <p>(ii) note that a further report in relation to the Greenferns Holding would be submitted to the Committee in early course.</p>	<p>An update was reported to the Sub Committee on 24 September 2013.</p> <p>The Bucksburn Farm site continues to form part of discussion for affordable housing and an ASN School. Further updates will be provided as these schemes progress.</p>	Head of Asset Management and Operations	<b>13/6/13</b>	22/4/14
7.	Finance and Resources 13/6/13 article 20	<p><b><u>Westburn House</u></b></p> <p>The Committee resolved to request officers undertake a review of activities and report back to this Committee with a revised marketing strategy and options appraisal, such report to be circulated to all local members.</p>	An internal team incorporating estates, cost consultancy, engineering, conservation, planning and architectural disciplines is being put together to consider the property with a view to reporting to a future meeting. This report will be brought forward in 2014.	Head of Asset Management and Operations	<b>26/11/13</b>	22/4/14

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8.	Finance and Resources 13/6/13 article 20	<p><b><u>Victoria Road School</u></b></p> <p>The Committee resolved in relation to Victoria Road School, Torry, approve the request by Torry Community Council to place the demolition and marketing of the building on hold for six months while they undertake a feasibility study on the property, and to request officers to continue to liaise with the Community Council and to report back on progress to the next meeting of the Committee.</p>	<p>At its meeting on 24 September 2013, the Sub Committee agreed:</p> <p>(a) to note that only limited information has been forthcoming from Torry Community Council in relation to their plans for the building; and</p> <p>(b) to instruct officers to write to the Torry Community Council requesting that their initial proposal, programme and action plan for the building must be submitted to officers in time to permit a report to the Finance, Policy and Resources Committee on 5 December 2013 to be prepared.</p> <p><b>At its meeting on 26 November 2013, the Sub Committee agreed to suspend standing orders instructed officers to report on this matter to a future meeting of the Sub Committee.</b></p> <p>An update is provided in the vacant surplus property report.</p>	Head of Asset Management and Operations	<b>26/11/13</b>	4/2/14 – update in the vacant/surplus report
9.	Property Sub Committee 24/9/13 article 7	<p><b><u>Wallace Tower, Tillydrone Road</u></b></p> <p>The Sub Committee agreed, amongst other things, to instruct the Head of Asset Management and Operations to report any outcomes relating to this matter to the Sub Committee at a later date.</p>	<p>The Tillydrone Community Development Trust (T.C.D.T.) advise that they expect to know the outcome of their grant funding applications in the Spring of 2014.</p> <p>It is intended to submit a report to this Committee's meeting on 10 June or, if the grant funding outcome is known sooner, to the meeting on 22 April, 2014.</p>	Head of Asset Management and Operations	<b>4/2/14</b>	10/06/14

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10.	Property Sub Committee 24/9/13 article 9	<b><u>Development Agreement, Devil's Den, Woodside</u></b>  The Sub Committee agreed, amongst other things, to instruct the Head of Asset Management and Operations to report the outcome of the marketing of the site to a future meeting of the Sub Committee.	An update is provided in the vacant surplus property report.	Head of Asset Management and Operations	4/2/14	4/2/14 – update in the vacant/surplus report
11.	Property Sub Committee 24/9/13 article 14	<b><u>Station House Community Centre</u></b>  The Sub Committee agreed to authorise officers to negotiate a temporary License to Occupy in favour of the Station House Media Unit, in the meantime to run on a month to month basis, with a report being brought back before the Sub Committee as soon as arrangements for the future of the occupation and control of the building had been agreed.	Negotiations ongoing in terms of the temporary license. At the date of writing this update SHMU have still not signed the licence and the Committee will be informed of progress of this at the next meeting. Future arrangements for the disposal, either by lease or Community Asset Transfer (CAT) are still in discussion. Work on the policy of CAT is still underway.	Head of Asset Management and Operations	<b>4/2/14</b>	22/4/14
12.	Property Sub Committee 26/11/13 article 6	<b><u>Bon Accord Indoor Bowling Centre And Skyline Restaurant – Future Use</u></b>  The Sub Committee agreed, amongst other things: (i) agree that if provisional agreement could be reached, remit the Head of Asset Management and Operations to report back on the details of the agreement to this Sub Committee, in order that the formal approval of such provisional agreement might be considered; and		Head of Asset Management and Operations	<b>22/4/13</b>	10/06/14

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		(ii) agree that if F and C Reit indicated that they did not wish to make use of the premises, instruct the Head of Asset Management and Operations to resume the marketing effort and consider any options for the building's future, reporting to Committee at that time of progress.				
13.	Property Sub Committee 26/11/13 article 8	<b><u>Premises At 132 Wellington Road</u></b>  The Sub Committee agreed to defer consideration of the report to its next meeting to enable the occupier to hold further discussions with the Scottish Government and Scottish Enterprise regarding its business plan and to instruct officers to provide an update on the negotiations at the Council meeting on 18 December 2013.	Council at its meeting on 18 December 2013, agreed to note that a report would be submitted to the next meeting of the Property Sub Committee.  A report on the case is being prepared, with the intention of submitting it to the Finance, Policy and Resources Committee meeting on 20 February, 2014.  An oral update on the case will be given by the Head of Asset Management and Operations to today's meeting.	Head of Asset Management and Operations	4/2/14	4/2/14 – oral update
14.	Property Sub Committee 26/11/13 article 11	<b><u>Leadside Road Community Centre</u></b>  The Sub Committee agreed, amongst other things to instruct officers to provide an update on the status Leadsid Road Community Centre at its next meeting.	<b>An update is included in the vacant/surplus report.</b>  <b>Recommended for removal.</b>	Head of Legal and Democratic Services	4/2/14	4/2/14