

FINANCE, POLICY AND RESOURCES COMMITTEE

COMMITTEE BUSINESS STATEMENT

6 JUNE 2016

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. Where a report instructed requires no decision to be made this will be reported in the Committee's information bulletin. Reports which are overdue are shaded.

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead officer(s)/ Service(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
1.	Finance, Policy and Resources 6/5/14 Article 27 Property Sub Committee 03/02/19 Article 3	<u>Review of Access to Leisure Scheme</u> The Committee resolved, amongst other things, to approve the policy recommendations as set out in the report, subject to a further report on the proposed implementation of the changes being considered by the Committee. It was agreed that a combined report to include details of the New 3G Pitch, Northfield Academy and the Review of Access to Leisure Scheme will be submitted to the Finance and Resources Committee at its meeting on 19 April 2016.	Sport Aberdeen have been commissioned to conclude the review of the Access to Leisure Scheme, in partnership with the Active Aberdeen Partnership board. This will ensure that all sports' providers are able to input into the review and appropriate officers from Sport Aberdeen can evaluate the evidence and prepare suitable recommendations for the June cycle of the Finance, Policy and Resources Committee. See item 23 (ii) on this statement - a report will be submitted to the September meeting	Alistair Robertson – Sport Aberdeen (Euan Couperwhite)	30/09/14	20/09/16

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2.	Finance, Policy and Resources 15/09/15 Article 31	<u>Art Gallery Redevelopment Fundraising</u> The Committee agreed to request that an update report be submitted to the Committee in six months' time.	At its meeting on 19 April 2016, the Committee noted that a report would be submitted to its meeting on 7 June 2016.	Neil Bruce – Education and Children's Services	19/04/16	07/06/16
3.	Finance, Policy and Resources 15/09/15 Article 38	<u>Thomas Blake Glover House – Alternative Uses of the Property</u> The Committee agreed to instruct officers to commission a feasibility study not to exceed £25,000 to determine alternative uses for the property and maximise benefit for the public pound reporting back to the April 2016 Committee.	As instructed, officers are in the process of commissioning a feasibility study on the uses(s) of Glover House and expect to be in a position to report back in detail to the 7th June Finance, Policy and Resources Committee.	Richard Sweetnam/Gordon McIntosh – Communities, Housing and Infrastructure	19/04/16	07/06/16
4.	Finance, Policy and Resources 3/12/15 Article 11	<u>Suzunoya Project</u> The Committee agreed to award grant funding of £1,500 to support the development of the Aberdeen Pilot of the Suzunoya project, to create an open house that offers residents with dementia the opportunity to socially interact and enjoy healthy eating, by covering the cost of bringing experts on Suzunoya from Japan to Aberdeen; and to report back to the Committee	02/03/16 - An information bulletin report will be submitted to the Committee once the Project has received the funding from the Council and progress has been made.	Sally Wilkins - H&SCP		

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		on the progress of the Suzunoya Project on Dementia.				
5.	Planning Development Management Committee 11/02/16 Article 6	<p><u>Display of Plans at Committee</u></p> <p>The Committee agreed to remit the issue of technical improvements at committee meetings to the appropriate Committee, including the possibility of obtaining a large HD Screen to display plans in the member's lounge/library.</p>	<p>It is proposed that installing a large screen in the members lounge to view plans will be revisited in 6 months to allow for assessment on whether the recent installation of large screens within Committee Room 2/3 has achieved the desired outcome. If a review is required, costs and budget for the installation would have to be identified, as installing a screen in the members lounge was not within the scope of the original works.</p>	Anne Griffiths/Paul Alexander – Corporate Governance		01/12/16
6.	Council 25/02/16	<p><u>City Region Deal – Financial Implications</u></p> <p>The Council agreed to instruct the Chief Executive to prepare a report to the Finance, Policy and Resources Committee on the City Region Deal outlining the financial implications for projects agreed under the Heads of Terms agreed with the United Kingdom and Scottish Governments.</p>	At its meeting on 19 April 2016, the Committee noted that a report would be submitted to its meeting on 7 June 2016.	Angela Scott – Office of Chief Executive Richard Sweetnam	07/06/16	20/09/16
7.	Council 25/02/16	<u>Poverty Alliance Scotland</u>	For information - the Chief Executive is pleased to	Angela Scott – Office of the Chief Executive	20/09/16	

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		The Council agreed to instruct the Chief Executive to bring forward to the Finance, Policy and Resources Committee meeting in September 2016 a report giving consideration to the Council joining Poverty Alliance Scotland as an integral part of the Council's strategy on Opportunities for Tackling Poverty and Inequality also due to be reported at that meeting.	<p>report that Aberdeen City Council is an Associate Member of Poverty Alliance Scotland and has utilised its role to help inform and develop the strategy on Opportunities for Tackling Poverty and Inequality.</p> <p>(Request Removal from the Statement)</p>			
8.	Council 25/02/16	<p><u>Community Empowerment Act – Non Domestic Rates</u></p> <p>The Council agreed to instruct the Director of Communities, Housing and Infrastructure to report back to the Finance, Policy and Resources Committee in June 2016 on how the powers conferred on the Council through the Community Empowerment Act in relation to Non Domestic Rates could be used for the benefit of businesses and communities in the city.</p>	<p>A report on the Devolution of additional powers to the Council was considered by Council at its meeting on 2 March 2016. Council has requested a further report to its meeting on 17 August. This report shall also address 'schemes for reduction and remission of non-domestic rates' provisions within the Community Empowerment (Scotland) Act 2015.</p> <p>(Request Removal from the Statement)</p>	Pete Leonard – Communities, Housing and Infrastructure	07/06/16	
9.	Finance, Policy and Resources 16/2/16 Article 15	<p><u>Aberdeen Japan Strategy</u></p> <p>The Committee agreed the following:-</p>		Elaine Robertson – Communities, Housing and Infrastructure.	(a)20/09/16 (b)16/02/17	

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		<p>(a) to instruct officers to liaise with Visit Aberdeen and the Aberdeen-Japan strategy author to develop a plan to promote Aberdeen to Japanese visitors and to report back to this committee;</p> <p>(b) to accept a report in January 2017 at the conclusion of the Strategy period, detailing the activity delivered in Year 2 (2016) and evaluating the impact of the strategy overall</p>				
10.	Finance, Policy and Resources 16/2/16 Article 16	<p><u>Sustainable Food Cities</u></p> <p>The Committee agreed that the Committee note the report and that a detailed proposal will be developed and brought back to the committee in six months.</p>		Paul Tytler – Communities, Housing and Infrastructure	20/09/16	
11.	Finance, Policy and Resources 16/2/16 Article 17	<p><u>Opportunities for Tackling Poverty and Inequality</u></p> <p>It was agreed that the Committee note this report and agree an update is brought back for consideration in <u>six</u> months.</p>		Paul Tytler – Communities, Housing and Infrastructure	20/09/16	
12.	Council 02/03/16	<p><u>Twinning and International Partnerships</u></p>	Information relating to the Bulawayo Trust project is	Laura Paterson – Office of Chief	07/06/16	

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		The Council resolved to refer the report to the next meeting of the Bulawayo Trust for further consideration with a view to a decision being taken at the meeting of the Finance, Policy and Resources Committee on 19 April 2016.	included within the Twinning report included on the agenda.	Executive		
13.	Finance, Policy and Resources Committee 23/04/15 Article 26	<p><u>Satrosphere – Outcome of Surveys</u></p> <p>It was agreed that a report providing detail on the outcomes of the property surveys being undertaken at 179 Constitution Street will be presented to a future meeting.</p> <p>This item was referred from the FP&R Committee Business Statement to the Property Sub Committee at its meeting on 3rd December 2015.</p>	<p>At Finance, Policy and Resources 19/04/16 article 39 - His Majesty's Theatre Roof Repair</p> <p>The Committee resolved, amongst other things, to request the Director of Communities, Housing and Infrastructure to submit a report regarding the policy in respect of repairs of all leased properties.</p> <p>This was specifically aimed at properties leased to ALEO's and those leased at less than market value. The Satrosphere property falls within this remit and will be reported as part of this process.</p> <p>It is recommended that this item be removed</p>	Stephen Booth – Communities Housing and Infrastructure		20/09/16

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14.	Audit, Risk and Scrutiny 09/03/16	<p><u>PVG Checks – Cross Service Recruitment Procedures</u></p> <p>The Committee agreed to instruct the Interim Director of Corporate Governance and the Director of Education and Children’s Services to submit a report to the Education and Children’s Services Committee on 2 June 2016 and the Finance, Policy and Resources Committee on 7 June 2016 in respect of recommendations made by Internal Audit on PVG checks in their internal audit report Recruitment and Selection.</p>		Richard Ellis & Gayle Gorman	07/06/16	07/06/16
15.	Audit, Risk and Scrutiny 09/03/16	<p><u>Complaints Against Officers Policy</u></p> <p>to instruct the Director of Corporate Governance to develop a new policy for dealing with complaints against officers, in liaison with trade unions to ensure a consistent approach was maintained across the</p>	<p>Appropriate policy / procedural revision is currently being discussed with the trade unions. If agreement is reached the procedural changes can be effected in early course.</p>	Richard Ellis	07/06/16	

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		Council regardless of officer grades; and to instruct the Director of Corporate Governance to report to the Finance, Policy and Resources Committee on 7 June 2016 with proposals for a new policy relating to complaints against officers.				
16.	Finance, Policy and Resources 19/04/16 article 12	<p><u>Small Financial Assistance Grants And Gala Funding 2016/17</u></p> <p>The Committee resolved, amongst other things, to defer consideration of the Danestone Gala application to its next meeting on 7 June 2016 to enable officers to clarify whether volunteers were to be paid by the Gala, however should the Gala advise that the application required to be determined prior to 7 June 2016 to agree that the application be submitted to the Council meeting on 11 May 2016 for determination.</p>	The information will be included in the Small Financial Assistance Grants and Gala Funding 2016/17 report, contained on the agenda.	Karen Black - Finance	07/06/16	07/06/16
17.	Finance, Policy and Resources 19/04/16 article 13	<p><u>Scottish Government Grant Per Head of Population</u></p> <p>The Committee resolved, amongst other things, to instruct the Chief Executive following</p>	The letter has been drafted and is now subject to final checking and agreement with Chief Executive. It is expected it will go out week commencing 16th May 2016.	Ciaran Monaghan – OCE Steve Whyte - Finance	07/06/16	07/06/16

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		the Scottish Parliamentary Election to write to the incoming Finance Secretary providing a copy of the report outlining Aberdeen City Council's financial position as outlined above and seeking a meeting with the Finance Secretary, Aberdeen MSPs and North East Scotland Regional List MSPs, along with the Leader of the Council and the Convener and Vice Convener of Finance Policy and Resources and to confirm the agreed date at the Committee's meeting on 7 June 2016.	It is not anticipated that a formal follow-up report would go to Committee but rather a verbal update to tell them that either the letter has gone to Finance Secretary or that we have had a response and the meeting date, if he agrees to meet.			
18.	Finance, Policy and Resources 19/04/16 article 17	<u>Special Leave Policy</u> The Committee resolved, amongst other things, to request officers to review the provision for foster and kinship carers within the Special Leave Policy and report back to the next meeting of the Committee in this regard.		Ewan Sutherland – Human Resources and Customer Service	07/06/16	07/06/16
19.	Finance, Policy and Resources 19/04/16 article 20	<u>Building A Digital Future - A New Web Content Management System To Offer Residents A Digital</u>		Takki Sulaiman/Jacqueline Gillanders – Customer Service and Performance	07/06/16	07/06/16

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		The Committee resolved, amongst other things, to instruct the Head of Communications and promotions to (a) provide Members of the Committee with the options appraisal of all options considered in phase 1; and (b) to submit a report with the implementation plan for the project to the next meeting of the Committee on 7 June 2016.				
20.	Finance, Policy and Resources 19/04/16 article 23	<u>Participatory Budgeting</u> The Committee resolved to request officers to develop a Corporate Policy for participatory budgeting and report this to the Committee.		Jo Mackie – Communities and Partnerships, CH&I		16/02/17
21.	Finance, Policy and Resources 19/04/16 article 25	<u>Twinning and International Partnerships Annual Review</u> The Committee resolved, amongst other things, to request the Twinning and International Partnerships Officer to review the application criteria in respect of salaries and the maximum 50% funding allocation.		Laura Paterson – Office of Chief Executive	20/09/16	
22.	Finance, Policy and Resources	<u>FCHJU Fuel Cell Bus Commercialisation Project</u>	The commercialisation	FCHJU funding Andrew Win – Communities, Housing	07/06/16	20/09/16

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	19/04/16 article 29	<p>The Committee resolved, amongst other things,</p> <p>(i) to instruct the Director of Communities, Housing and Infrastructure to report back to Finance, Policy and Resource Committee with confirmation that external match funding was secured for the project; and</p> <p>(ii) to instruct the Director of Communities, Housing and Infrastructure to explore the possibility of increasing the number of buses if match funding could be secured and to report back to the next meeting of the Committee on 7 June 2016 in this regard.</p>	<p>bid was submitted to Europe on 4 May 2016. The outcome of the FCHJU bid is expected in September 2016. Officers are working with external funding bodies to secure the required match funding for the project and will report back to committee in September 2016, when all funding is agreed and the business case is finalised.</p>	and Infrastructure		
23.	Finance, Policy and Resources 19/04/16 article 30	<p><u>Sport Aberdeen - Contract Revision And Governance Arrangements</u></p> <p>The Committee resolved, amongst other things to,</p> <p>(i) delegate authority to the Head of Finance to provide a bank</p>		Alistair Robertson – Sport Aberdeen (Euan Couperwhite)	07/06/16	

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		<p>(ii) guarantee on behalf of the Council to Sport Aberdeen to a maximum of £5 million over a 5 year period for investment in Council leisure facilities, subject to completion of the Review of Leisure Assets and submission of a report to the 7 June 2016 meeting of this Committee; and agree that Sport Aberdeen will lead and complete the review of the Access to Leisure Programme and that the Director of Education and Children's Services report to the Finance, Policy and Resources Committee meeting on 20 September 2016 to provide an update on the review.</p>		Alistair Robertson – Sport Aberdeen (Euan Couperwhite)	20/09/16	
24.	Finance, Policy and Resources 19/04/16 article 31	<p><u>South of the City Academy</u></p> <p>The Committee resolved, amongst other things, to instruct the Director of Education and Children's Services to prepare a further report on the Stage 2</p>		Euan Couperwhite – Education and Children's Services	20/09/16	

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		submission when received, including commentary on best value which would be provided by Scottish Futures Trust (SFT) and the Council's external technical advisors, AECOM.				
25.	Finance, Policy and Resources 19/04/16 article 36	<p><u>AECC Ltd Service Level Agreement and AECC Operator Procurement</u></p> <p>The Committee resolved, amongst other things, to note that a report recommending the preferred bidder after completion of the procurement process would be submitted to the Committee for consideration.</p>		Andrew Win/Scott Ramsay – Communities, Housing and Infrastructure	20/09/16	
26.	Finance, Policy and Resources 19/04/16 article 39	<p><u>His Majesty's Theatre Roof Repair</u></p> <p>The Committee resolved, amongst other things, to request the Director of Communities, Housing and Infrastructure to submit a report regarding the policy in respect of repairs of all leased properties.</p>	This instruction is cross referenced with no. 13. Satrosphere	Stephen Booth - Communities, Housing and Infrastructure	20/09/16	

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27.	Finance, Policy and Resources 19/04/16 article 41	<p><u>Christmas Village And Winter Festival 2015</u></p> <p>The Committee resolved, amongst other things, to</p> <p>(i) approve the establishment of a Winter Festival Working Group to include 1 Member from each political group, as well as Members from Aberdeen Inspired and other relevant organisations, led by Councillor Boulton, to discuss the programme of events for winter 2016, budget, city centre event locations and 3-5 year support. The Working Group to provide a detailed report to Finance, Policy and Resources Committee on Tuesday 7 June 2016 on the proposed winter festival programme for agreement or otherwise by Committee;</p> <p>(ii) to delegate authority to the Head of Legal and Democratic Services to enter into a Service Provision Agreement</p>		Dawn Schultz – office of the Chief Executive	07/06/16	

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		with Aberdeen Inspired in accordance with the Committee's decision to be taken on 7 June 2016.				
28.	Property Sub Committee 02/09/15 article 5	<u>Former Bon Accord Baths Disposal</u> It was agreed to instruct the Head of Land and Property Assets to enter into dialogue with Bon Accord Heritage and report back to this Sub Committee at a future meeting, by 24 May 2016 at the latest, with further detail in relation to their proposals, delivery strategy and timing.	An update is included within the Property Update report	Head of Land and Property Assets	By 24/05/16	
29.	Property Sub Committee 02/09/15 article 9	<u>Ferryhill Engine Shed – Lease</u> It was agreed to note that the Head of Land and Property Assets will report to the Property Sub Committee on 29 March 2016, with details of what the Trust has provided and a recommendation on a way forward.	A report is included on the agenda.	Head of Land and Property Assets	29/03/16	07/06/16
30.	Property Sub Committee 02/09/15 article 12	<u>Greenferns Farm – Surrender of Agricultural Lease</u> It was agreed to instruct the	The agricultural lease was brought to an end on 27 November 2015 and reported to the sub-committee on 3	Head of Land and Property Assets		03/02/16

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		Head of Land & Property Assets to bring a future report to this Committee on the outcome of the negotiations with the tenant.	Feb 2016. Recommend for Removal.			
31.	Property Sub Committee - 17/11/15 (Article 5)	<u>Denburn Car Park Site</u> The Sub Committee agreed to instruct the Head of Land and Property Assets to open discussions with NHS Grampian (The Scottish Ministers) over the future of the Denburn car park site and report back to a future meeting of this Committee.	Ongoing discussions. Report will be brought back to a future committee	Head of Land and Property Assets	24/05/16	20/09/16
32.	Property Sub Committee - 17/11/15 (Article 7)	<u>Bon Accord and St Nicholas Shopping Centres</u> The Sub Committee agreed to (a) remit it to the Head of Land & Property Assets to continue the process in (ii) and to report back to future meetings of the Sub-Committee on any significant progress, with the objective that any renegotiation/ simplification of the ground leases/ development agreements should, as a minimum, leave the City Council in no worse legal/ financial/ property management position	A report will be brought forward to the meeting of the Sub Committee on 07/09/16.	Head of Land and Property Assets	07/09/16	20/09/16

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		<p>than we enjoy at present; and (b) that the Head of Land and Property Assets investigate taking the former indoor bowling centre to the market, reporting to a future meeting of this Committee.</p>				
33.	<p>Property Sub Committee - 17/11/15 (Article 8)</p>	<p><u>Site at Beach Esplanade/ King Street</u></p> <p>The Sub Committee agreed to instruct the Head of Land and Property Assets to market the site for the development of a Muslim and Islamic centre to take account of all aspects surrounding best value including project delivery, governance structure, legal status, community support, technical ability and funding in addition to price reporting back to the 29th March 2016 meeting of this Committee.</p>	<p>At the meeting of the Council on 16 December 2015, it was agreed:</p> <p>(1) to confirm that it is still the intention of the Council to see the site developed as a Mosque and Islamic Centre; and</p> <p>(2) to instruct the Head of Land and Property Assets to continue the dialogue with the Muslim Community to progress the development of a Mosque and Islamic Centre, taking account of all previous correspondence and Council decisions and report to the Property Sub Committee in June 2016.</p> <p>Discussions continue with the community and an update report will be brought forward to the Sub Committee in</p>	<p>Head of Land and Property Assets</p>	<p>24/05/16 or 07/09/16</p>	<p>20/09/16</p>

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			September.			
34.	Property Sub Committee - 17/11/15 (Article 10)	<p><u>Wallace Tower, Tillydrone</u></p> <p>The Sub Committee agreed to (a) investigate how the potential provision of Community Facilities at and around a redeveloped Wallace Tower will fit into the overall provision of Community Facilities in the Tillydrone area, as envisaged by the CH&I Committee and approved at their meeting on 27 August 2015 (see paragraph 5.12 of the report); and (b) report back to the meeting of this Sub-Committee on 24 May 2016</p>	An update relating to this is included within the Property Update Report which is on the agenda.	Head of Land and Property Assets	24/05/16	24/05/16
35.	Finance, Policy & Resources Committee – 19/04/16	<p><u>Removal of 77-79 Bon Accord Street</u></p> <p>The Finance, Policy & Resources Committee of 19 April 2016 agreed</p> <p>to transfer item 9 (Removal of 77-79 Bon Accord Street), to the Property Sub Committee and to request that the report to the Sub Committee outlining options for its future use explore whether the property could be</p>		Head of Land and Property Assets	07/09/16	20/9/16

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		used for housing.				
36.	Communities Housing and Infrastructure 20/01/16 Article 22	<p><u>FCH-JU Commercialisation Study</u></p> <p>At its meeting of 20 January 2016, the Committee agreed amongst other things to instruct officers to present a detailed business case for Aberdeen City Council's participation in the commercialisation project under the proviso that European and external funding sources are secured.</p>	<p>This item was transferred from the Communities, Housing and Infrastructure Committee Business Statement on 17th May 2016 as it was noted that the business case will be reported to this Committee.</p>	Richard Sweetnam - Head of Economic Development		