

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

ABERDEEN, 24 January 2017. Minute of Meeting of the COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE. Present:- Councillor Cooney, Convener; Councillors Jean Morrison MBE and Graham, Vice-Conveners; and Councillors Allan, Copland, Corall, Delaney, Dickson, Donnelly, Jackie Dunbar, Finlayson, Flynn, Grant, Hutchison, Laing, Milne, Sandy Stuart, Yuill, Councillor Taylor (For Articles 6 and 7 as substitute for Councillor Laing);, Councillor Townson (For Articles 1- 12 as substitute for Councillor Dickson) and Young (as substitute for Councillor Crockett).

Also in attendance:- Councillor Jennifer Stewart (For Articles 14 and 15)

The agenda and reports associated with this minute can be located at the following link:-

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=503&MId=4319&Ver=4>

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DETERMINATION OF EXEMPT BUSINESS

1. The Convener proposed that the Committee consider items 14.2, 14.3, 14.4, 14.5, 14.6 and 14.7 with the press and public excluded.

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 for items 14.2, 14.3, 14.4, 14.5, 14.6 and 14.7 so as to avoid disclosure of information of the class described in paragraph 8 of schedule 7 (A) of the Act.

REQUESTS FOR DEPUTATIONS

2. The Convener advised of five deputation requests that had been received within the timescales and proposed that the Committee grant the requests and bring the reports forward on the agenda.

The Committee resolved:-

- (i) to agree to hear Mr Morgan in relation to item 9.3;
- (ii) to agree to hear Mr Wilson in relation to item 9.3;
- (iii) to agree to hear Mr Mclean in relation to item 9.6;
- (iv) to agree to hear Mr Fryer in relation to item 9.6;

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

- (v) to agree to hear Mr Phillip in relation to item 12.7;
- (vi) to agree to hear the deputations prior to the report; and
- (vii) to agree to move the reports up on the agenda.

MINUTE OF PREVIOUS MEETING OF 1 NOVEMBER 2016

3. The Committee had before it the minute of its previous meeting of 1 November 2016 for approval.

The Committee resolved:-

to approve the minute as a correct record.

At this juncture, the Committee agreed to bring the next two items of business forward in order that the representatives from Scottish Fire and Rescue and Police Scotland could depart the meeting after their reports had been considered.

POLICE SCOTLAND NORTH EAST DIVISION PERFORMANCE 2016-17 APRIL - SEPTEMBER

4. The Committee had before it a report by the Chief Superintendent of the North East Division which provided Members with a detailed account of Police Performance in support of agreed priorities, both local and national for Quarters 1 and 2 (April – September 2016).

The Committee resolved:-

- (i) to note the content of the report; and
- (ii) to note that the Chief Superintendent of Aberdeen City Division intends to invite the Superintendent of C3 Operations to the next meeting of the Committee to provide an update on the control room closure.

FIRE PERFORMANCE REPORT

5. The Committee had before it a report by the Area Manager Duncan Smith, Local Senior Officer for Aberdeen City Scottish Fire and Rescue Service which presented a review of the current Local Fire and Rescue Plan for Aberdeen City.

The Committee resolved:-

- (i) to note the content of the report; and

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

- (ii) to note the intention to extend the current Local Fire and Rescue Plan for a further 12 months.

DECLARATION OF INTEREST

Prior to consideration of the following item of business, Councillor Laing declared an interest by virtue of her status as a member of the University of Aberdeen University Court and left prior to consideration of the item.

DEPUTATION REQUESTS

6. Dewi Morgan, Old Aberdeen Community Council addressed the Committee regarding Houses in Multiple Occupation (HMO) overprovision Policy. Mr Morgan advised that current HMO legislation recognised that high concentration of HMOs impacted on the community and can cause an imbalance of services. Mr Morgan also advised that Dundee had proved it was possible to have an overprovision policy and concluded by asking the Committee to consider a 10% limit on HMOs in each area.

Members then asked questions of Mr Morgan before the presentation was concluded and the Convener thanked Mr Morgan for his contribution

Martin Wilson next addressed the Committee regarding HMO overprovision policy. Mr Wilson advised that he was a landlord, mainly to students and argued that HMOs were vital to the economy. Mr Wilson advised that hall accommodation was often 25% more expensive than HMO accommodation; he also referred to the current housing market and that houses were often more desirable if they had a HMO license. Mr Wilson concluded his presentation by raising concerns that an overprovision policy would be discriminatory towards students and that the local community councils should be abiding by the code of conduct and representing the whole community.

Members then asked questions of Mr Wilson before the presentation was concluded and the Convener thanked Mr Wilson for his contribution.

HOUSES IN MULTIPLE OCCUPATION - OVERPROVISION - CHI/16/121

7. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought determination on whether the Council should introduce a Houses in Multiple Occupation (HMO) Overprovision Policy in the City.

The report recommended:-

That the Committee –

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

- (a) note the information on the number and capacity of licensed HMOs in all 13 wards and the 37 neighbourhoods;
- (b) note the general and limited assessment of the need for housing accommodation in the locality and the extent to which HMO accommodation is required to meet that need as is required to be undertaken in forming an HMO overprovision policy;
- (c) does not progress a policy on HMO overprovision at this time; and
- (d) note that the Council's HMO online register is being enhanced to make it easier to access information about HMO licences and application.

The Committee resolved:-

- (i) to note the high concentration of HMOs within the Froghall, Powis and Sunnybank and Old Aberdeen neighbourhoods;
- (ii) to note the information provided towards meeting the requirement to complete assessment of the need for housing accommodation and the extent to which HMO accommodation is required to meet that in the city and including the Froghall, Powis, Garthdee, Sunnybank and Old Aberdeen neighbourhoods;
- (iii) to instruct officers to consult on the draft HMO overprovision policy at appendix 13, this policy would apply in Froghall, Powis, Garthdee, Sunnybank and Old Aberdeen neighbourhoods. The overprovision threshold applies if there is a concentration of HMOs in any one particular Census Output Area within the Froghall, Powis, Garthdee, Sunnybank and Old Aberdeen neighbourhoods in excess of 10% of qualifying residential properties in that neighbourhood; and
- (iv) to instruct officers to report back to Council in June 2017.

DEPUTATION REQUESTS

8. Simon Mclean addressed the Committee regarding the Progress Report for Torry Phase 1 District Heating Network. Mr Mclean stated that he felt it was a huge financial risk and that the report did not address the health costs from how the heat would be being supplied.

The Committee then asked questions of Mr Mclean before the presentation was concluded and the Convener thanked him for his contribution.

David Fryer of Torry Community Council addressed the Committee along with John Will, Betty Lyon and Tracy Gabriel, regarding the Progress Report for Torry Phase 1 District Heating Network. David Fryer addressed the Committee firstly raising his concerns regarding air quality from the Energy from Waste plant and that it would be more effective to insulate homes than to heat them. John Will also raised concerns about the health effects of the methods used to produce the heat. Ms Gabriel raised concerns that the District Heating Network would take away her right to choose tariffs or suppliers and stated that most good deals were on dual packages. Ms Gabriel added that it would cause extra stress with paperwork and bills and the forecasted costs were more

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

expensive than what residents were currently paying. Ms Lyon concluded the presentation by emphasising that the fixed weekly rate was not considered by residents as cheap and could potentially put residents into fuel poverty rather than take them out of it.

The Committee then asked questions of the members of the delegation before the presentation was concluded and the Convener thanked them for their contribution.

PROGRESS REPORT FOR TORRY PHASE 1 DISTRICT - CHI/16/320

9. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which provided an update of the feasibility report for Phase 1 of the heating network in Torry.

The report recommended:-

That the Committee -

- (a) approve the further development of the Phase 1 District Heating Network in Torry based on the technical and economic viability assessment presented in the feasibility report attached at Appendix 1 with an estimated capital cost of £9.5m;
- (b) note the decision taken at full Council on 24 October 2016 with regard to Energy from Waste Project budgets and the HEATNET project, and submit the estimated Phase 1 Torry District Heating Network project cost for consideration in the Council's budget process;
- (c) instruct the Interim Director of Communities, Housing and Infrastructure to undertake stakeholder engagement in relation to the Phase 1 Torry District Heating Network utilising the outputs from the feasibility study;
- (d) instruct the Interim Director of Communities, Housing and Infrastructure to proceed to the next stage of appointing a project team, developing a business case, procurement strategy and project plan to deliver this project subject to the allocation of the estimated Phase 1 Torry District Heating Network project cost in the Council's Capital Plan; and
- (e) instruct the Interim Director of Communities, Housing and Infrastructure to report progress of this project to the next Communities, Housing and Infrastructure Committee meeting.

Officers explained some of the ways they engaged with tenants on district heating schemes, one being to hold an open day and have an officer presence to answer concerns and also clarified that tenants could opt out of scheme if they wished but the door was left open for them should they change their mind.

The Committee resolved:-

to approve the recommendations.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

DEPUTATION REQUEST

10. Kenny Phillip addressed the Committee concerning the reduction in speed limit from 50mph to 40mph on the A944 / A944 Lang Stracht / B9119 Skene Road / C89C Kingswells Bypass. Mr Phillip referred to a petition signed by 2,000 people not supporting the change in speed limit. Mr Phillip also advised that there had been no view received from Police Scotland and that there were not enough accident statistics for the area and asked that the Committee do not make a decision until they heard from Police Scotland.

REDUCTION IN SPEED LIMIT A944 TO B9119 FROM 50MPH TO 40MPH (STAGE 3 PUBLIC ADVERT) - CHI/16/026

11. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which dealt with two traffic orders at the final statutory stage:-

1. The Aberdeen City Council (A944 / B9119, Aberdeen) (40mph speed limit) Order 201 (X)
2. The Aberdeen City Council (C89C, Aberdeen) (40mph Speed limit) Order 201 (X)

The report recommended:-

That the Committee overrule the objections for the reasons in the report and instruct officers to make the traffic orders as originally envisaged.

In response to Mr Phillip, officers advised that they would not expect to hear from Police Scotland if there was no adverse effect.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) to instruct officers to ensure that there was adequate publicity regarding the speed limit changes.

COMMITTEE BUSINESS STATEMENT AND ANNUAL REPORTS

12. The Committee had before it a statement of committee business and a list of annual reports prepared by the Senior Democratic Services Manager.

The Committee resolved:-

- (i) to remove item 12 – New Homes; and
- (ii) to otherwise note the updates provided.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE
24 January 2017

MOTIONS LIST

13. The Committee had before it a list of motions prepared by the Senior Democratic Services Manager.

The Committee resolved:-

- (i) to remove motion 4; and
- (ii) to otherwise note the updates provided.

MOTION BY COUNCILLOR JENNIFER STEWART

14. The Committee had before it the following notice of motion by Councillor Jennifer Stewart.

“To instruct the Director of Communities, Housing and Infrastructure to bring a report to the next meeting of Communities, Housing and Infrastructure, (i) on the need to publicise information regarding the Council Scheme for making compensation claims against the Council relating to Council Housing Property so as to inform the public and key stakeholders as to the appropriate processes for this scheme, and (ii) on the need to publicise the Council housing tenants household insurance scheme to council house tenants.”

The Committee resolved:-

to approve the terms of the motion.

MOTION BY COUNCILLOR JENNIFER STEWART

15. The Committee had before it the following notice of motion by Councillor Jennifer Stewart.

“To instruct the Director of Communities, Housing and Infrastructure to bring a report to the next meeting of Communities, Housing and Infrastructure on the proposition that where there are unreasonable delays in Capital Programmes of Works attributed to the Contractor, that (i) Council tenants and other affected householders should receive an appropriate payment payable by the contractor (to be provided for in the contract between the council and the contractor) to cover their reasonable losses and/or (ii) other methods of recompense should be made available. The report will also look at best practice adopted in this area by other Scottish local authorities.”

The Committee resolved:-

to approve to the terms of the motion, subject to the report going to the Finance, Policy and Resources meeting in June 2017.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE
24 January 2017

ST PETER'S NURSERY SITE REDEVELOPMENT BRIEF - REFERRAL FROM PLANNING DEVELOPMENT MANAGEMENT COMMITTEE - 8 DECEMBER 2016 - CHI/16/255

16. With reference to Article 11 of the minute of the Planning Development Management Committee of 8 December 2016, the Committee had before it a request that the site be considered for possible use for local authority affordable housing.

The Committee resolved:-

to refer the matter to the budget process for consideration.

2016/17 TRADING SERVICES BUDGET MONITORING - CHI/16/287

17. The Committee had before it a report by the Director of Communities, Housing and Infrastructure and Interim Director of Corporate Governance which advised of the current year trading services revenue budget performance to date for the services and advised on areas of risk and management action.

The report recommended:-

That the Committee -

- (a) note the content of the report; and
- (b) instruct officers to report the year end position to the appropriate committee.

The Committee resolved:-

to approve the recommendations.

2016/17 GENERAL FUND REVENUE AND CAPITAL BUDGET MONITORING - CHI/16/288

18. The Committee had before it a report by the Director of Communities, Housing and Infrastructure and Interim Director of Corporate Governance which advised on the current year general fund revenue and capital budget performance to date for the services and any areas of risk and management action.

The report recommended:-

That the Committee –

- (a) consider and note the report and the information on management action and risks that is contained herein; and
- (b) instruct that officers report the year end position to the appropriate committee.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

The Committee resolved:-

- (i) to instruct officers to bring an interim report back to the May meeting of Communities, Housing and Infrastructure on the Homeless / Housing Support Services;
- (ii) to instruct officers to provide an update to Councillor Delaney on the Neighbourhood Planning forecast underspend;
- (iii) to instruct officers to provide an update to Councillor Hutchison on the Access from the North/ Third Don Crossing figures;
- (iv) to instruct officers to provide an update to Councillor Copland in relation to the City Broadband figures;
- (v) to instruct officers to provide more specific details in future reports under the narrative when discussing overspend and underspend such as project names; and
- (vi) to approve the recommendations.

2016/17 HOUSING REVENUE ACCOUNT - CHI/16/289

19. The Committee had before it a report by the Director of Communities, Housing and Infrastructure and Interim Director of Corporate Governance which provided a status report for the 2016/17 Housing Revenue Account and Housing Capital Programme as at 31 October 2016, summarising both income and expenditure.

The report recommended:-

That the Committee -

- (a) note the financial information contained within the report;
- (b) instruct the Head of Finance to continue to update the Committee in consultation with the Director of Communities, Housing and Infrastructure on the outturn position for 2016/17; and
- (c) approve the virements outlined in Appendix 4.

The Committee resolved:-

to approve the recommendations.

HMO LICENCE FEES - CHI/16/305

20. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval to set Houses in Multiple Occupation (HMO) licensing fees from 1 April 2017.

The report recommended:-

That the Committee maintain the current HMO application fees as set out in the report.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE
24 January 2017

The Committee resolved:-

to approve the recommendation.

CHI PERFORMANCE REPORT - CHI/16/300

21. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which provided key performance measures and progress of key improvement work within the Directorate in relation to Aberdeen: The Smarter City and Shaping Aberdeen.

The report recommended:-

That the Committee provide comments and observations on both the performance information contained in the report and on indicators or areas of service they would like to see featured in future drill-down analysis sheets.

The Committee resolved:-

to note the content of the report.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE 5 YEAR LEGACY REPORT - CHI/16/317

22. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented a summary report of the Directorate's key outcomes against core strategic delivery and performance priorities, linking to the Local Outcome Improvement Plan, over the course of 2012-16.

The report recommended:-

that the Committee note the work of the Directorate and provide comment on the Communities, Housing and Infrastructure Directorate 2012-2016 Key Progress Report attached at Appendix A and overview of awards won across the period attached at Appendix B.

The Convener moved, seconded by Vice Convener Jean Morrison:-

That the Committee approve the recommendations contained in the report.

Councillor Jackie Dunbar moved as an amendment, seconded by Councillor Hutchison:-

- (a) The Committee thanks the officers of the Communities, Housing and Infrastructure service for their hard work and dedication over this council term; and
- (b) However, does not believe that this report provides a holistic over view of both the successes and the failures of the directorate.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

On a division, there voted:-

For the motion (10) – The Convener, Vice Conveners Jean Morrison and Graham and Councillors Allan, Donnelly, Finlayson, Grant, Laing, Milne and Young.

For the amendment (9) – Councillors Copland, Corall, Delaney, Dickson, Jackie Dunbar, Flynn, Hutchison, Stuart and Yuill.

The Committee resolved:-

to adopt the motion.

TENANTS HOUSEHOLD CONTENTS INSURANCE SCHEME FUNDING - CHI/16/313

23. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval to re-tender the contract for the 'Pay As You Go' Home Contents Insurance Scheme which provides home contents insurance cover for Aberdeen City Council tenants.

The report recommended:-

That the Committee -

- (a) authorise the initiation of a tender process for the procurement of a contract for the 'Pay As You Go' Home Contents Insurance Scheme;
- (b) approve the award of a contract to the successful Tenderer for a period of three years, with an option to extend for a further period of two years thereafter; and
- (c) approve the expenditure as detailed in the report, noting that it shall be cost-neutral to the Council and fully paid for by tenants.

The Committee resolved:-

to approve the recommendations.

DECLARATION OF INTEREST

Prior to consideration of the following item of business, Councillor Jackie Dunbar declared an interest by virtue of being a resident of Middlefield but did not feel it necessary to leave during consideration of the item.

SHAPING MIDDLEFIELD TRIANGLE SITE - CHI/16/304

24. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which made recommendations on the future development of the

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

Middlefield 'Triangle Site' including the outcomes of the community engagement and consultation.

The report recommended:-

That the Committee -

- (a) approves options 4 and 5 as the preferred options for site redevelopment;
- (b) instruct officers to develop a detailed business case working in collaboration with the local community and report back to August Committee cycle; and
- (c) instruct the Interim Director for Communities, Housing and Infrastructure to further engage Scottish Government Ministers, requesting appropriate assistance, including financial support, to support redevelopment of the Triangle Site in support of regenerating Middlefield.

The Convener moved, seconded by Vice Convener Graham:-

That the Committee approve the recommendations contained in the report.

Councillor Jackie Dunbar moved as an amendment, seconded by Councillor Dickson:-

That the Committee approve the recommendations in the report subject to the removal of option 5 as a preferred option.

On a division, there voted:-

For the motion (9) – The Convener, Vice Conveners Jean Morrison and Graham and Councillors Allan, Donnelly, Grant, Laing, Milne and Young.

For the amendment (9) – Councillors Copland, Corall, Delaney, Dickson, Jackie Dunbar, Flynn, Hutchison, Stuart and Yuill.

Declined to Vote (1) – Councillor Finlayson.

Under the provision of Standing Order 15 (5), the Convener had the casting vote, and voted for the motion.

The Committee resolved:-

to adopt the motion.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE
24 January 2017

**ABERDEEN LOCAL DEVELOPMENT PLAN 2017 - DEVELOPMENT PLAN SCHEME
- CHI/16/277**

25. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented the first Development Plan Scheme for the third Aberdeen Local Development Plan.

The report recommended:-

That the Committee -

- (a) approve the adoption of the Aberdeen Local Development Plan 2017 – Development Plan Scheme, its publication (including electronically) and sending it to Scottish Ministers; and
- (b) agree to send it to, or inform the key agencies and consultees listed in Appendix 1 of the report, as well as placing a copy in each public library.

The Convener thanked officers for their hard work on the Development Plan Scheme.

The Committee resolved:-

to approve the recommendations.

**PROTECTIVE SERVICES FOOD AND FEED REGULATORY SERVICE PLAN 2017/18
- CHI/16/270**

26. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval for a revised Food and Feed Regulatory Service Plan and presented an improvement plan for the forthcoming year.

The report recommended:-

That the Committee -

- (a) approve in principle the maintenance and development of food and feed regulatory services necessary to satisfy the requirements of the Food Standards Agency's Framework Agreement; and
- (b) approve the Protective Services Food and Feed Regulatory Service Plan 2017/2018 at appendix A.

The Committee resolved:-

to approve the recommendations.

**PROTECTIVE SERVICES OCCUPATIONAL HEALTH AND SAFETY INTERVENTION
PLAN 2017/2018 - CHI/16/271**

27. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented the Occupational Health and Safety Intervention Plan

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

outlining the Protective Services proposals for delivering the Occupational Health and Safety Regulatory Service for 2017/18.

The report recommended:-

That the Committee approve the Occupational Health and Safety Intervention Plan for 2017/18.

Officers advised that due to staff shortages they currently did not have enough staff to cover their statutory duties and the team was prioritising tasks and high risk items on a daily basis, however they had posts currently advertised and were looking to recruit trainee officers who could be trained in house.

The Committee resolved:-

to approve the recommendations.

INTERNATIONAL TRAVEL PROPOSALS TO MAY 2017 - CHI/16/293

28. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval for the Council's outbound international trade activity up to the end of May 2017 and the associated travel costs for the attendance of officers and elected members at key overseas events.

The report recommended:-

That the Committee -

- (a) approve the report and the activities described in the report, subject to the Council's 2017-2018 budget-setting process;
- (b) agree that a new Memorandum of Understanding with the city of Barranquilla, Colombia, and a refreshed Memorandum of Understanding with the city of Villahermosa and the State of Tabasco, Mexico are signed;
- (c) approve the associated travel by officers and elected members for the activities as described in the report, subject to the Council's 2017-2018 budget-setting process;
- (d) authorise the Head of Economic Development to approve the necessary arrangements for identified international travel up to the end of May 2017, subject to the required budgets being approved by the Council's budget process;
- (e) instruct officers to report to the March 2017 meeting of the Council with proposals for delivery of the Council's inward investment, international trade and partnerships and funding priorities for 2017-18. This report will include an update on the Brexit-related reviews of overseas trade development and external funding requested by the Council at its meeting on 14 December 2016; and
- (f) instruct officers to provide a Bulletin report on each activity alongside the Elected Members Overseas Travel Bulletin submitted to each meeting of Council.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

The Committee resolved:-

to approve the recommendations.

ROADS ASSET MANAGEMENT PLAN UPDATE - CHI/16/311

29. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented the third version of the Roads Asset Management Plan (RAMP) for the roads assets of the Council.

The report recommended:-

That the Committee -

- (a) approve the RAMP;
- (b) agree to its continuing development as the basis for the stewardship of the roads assets;
- (c) approve the continuing participation in a nationwide project to continue the development and implementation of such plans; and
- (d) note the financial implications of the RAMP.

The Committee resolved:-

to approve the recommendations.

ROADS AND TRANSPORT RELATED CAPITAL BUDGET PROGRAMME 2016-17 - CHI/16/308

30. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented the proposed roads and transportation programme from the approved Capital budgets for 2017/18. The report sought approval for the specific schemes where detailed and the budget heading for the remainder.

The report recommended:-

That the Committee -

- (a) approve the schemes listed in the Appendices as the detailed proposals for expenditure within budget heading subject to the final approval of the Revenue and Capital budget by the Council;
- (b) instruct appropriate officials to implement the detailed programme; and
- (c) (i) instructs the Head of Public Infrastructure and Environment and the Roads Infrastructure Manager, in consultation with the Head of Commercial and Procurement Services, to carry out the proposed procurement exercises in relation to the various works requirements detailed in part 5 and the appendices to this report;
(ii) approves the total estimated expenditure in relation to each of the proposed procurement exercises regarding the various works requirements, as detailed in

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

part 5 and the appendices to this report, without the need for separate Committee approval of each requirement.

- (d) note the submission made on behalf of Aberdeen City Council to the 'Smarter Choices, Smarter Places' fund and, should this be successful, approve officers to expend the funds as outlined in the proposed programme;
- (e) note the submissions made on behalf of Aberdeen City Council to Sustrans Scotland's Community Links Fund 2016/17 and, should these be successful, approve officers to expend the funds in accordance with the proposed programme of work.
- (f) where traffic legislation is necessary, to approve the proposals in principle and instruct the appropriate officials to progress the necessary legal procedures.

Where no significant objections have been received at the statutory consultation or public advertisement stages to instruct the appropriate officials to implement the scheme, otherwise these would be reported back to future committee.

The Committee resolved:-

to approve the recommendations.

ABERDEEN ACTIVE TRAVEL ACTION PLAN - CHI/16/279

31. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented the final draft Aberdeen Active Travel Action Plan, developed following a second round of public and stakeholder consultation.

The report recommended:-

That the Committee -

- (a) adopt the finalised Aberdeen Active Travel Action Plan;
- (b) agree that the pedestrian and cycle network priorities identified in the Action Plan are the Council's official priorities for active travel infrastructure over the next four years; and
- (c) agree that the remainder of the funds within the Active Travel Action Plan Non-Housing Capital Programme budget be geared towards delivering these priorities.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) to change the references to 'Abellio' in the report to 'Train Operating company'.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

EXTERNAL FUNDING FOR TRANSPORT PROJECTS AND 2017/18 BUS LANE ENFORCEMENT (BLE) PROGRAMME - CHI/16/280

32. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which advised on a number of external funding opportunities that had become available or would soon become available to the Council for transportation projects, advised on progress to date in developing proposals for these and sought approval for formally submitting funding applications and where these were successful to commence spending on any funds obtained.

The report also provided an update on progress on developing a programme of expenditure for the net surplus income from BLE in 2016/17.

The report recommended:-

That the Committee -

In relation to Community Links PLUS -

- (a) note that Aberdeen City Council has submitted an application to the Community Links PLUS design competition and is one of 10 shortlisted entrants to proceed to Stage 2 of the competition;
- (b) approve Aberdeen City Council's participation in Community Links PLUS, formally endorse the project to improve active travel connections between Westhill and Aberdeen and agree to the concept that any scheme ultimately realised will incorporate an element of roadspace reallocation in favour of walking and cycling;
- (c) approve expenditure of the £10,000 grant awarded by Sustrans Scotland to further develop proposals for submission to Stage 2; and
- (d) should the Council be successful in proceeding beyond Stage 2, approve the expenditure of up to £50,000 in grant funding to further develop proposals for submission to Stage 3.

In relation to Community Links Fund 2016/17 and 2017/18 -

- (e) note the award from Sustrans Scotland for improvements to pedestrian and cycle facilities on Dyce Drive and approve the expenditure of approximately £285,071 in grant funding;
- (f) note the award from Sustrans Scotland for the implementation of a pedestrian and cycle link from Grandholm Drive to Balgownie Drive and approve the expenditure of £150,000 in grant funding;
- (g) note the award from Sustrans Scotland to Aberdeen Harbour Board to enable an enhanced National Cycle Network Route 1 facility to be provided as part of the Nigg Bay development; and
- (h) authorise officers to submit a series of applications to the 2017/18 Community Links fund, based on the short-term priorities identified in the Aberdeen Active Travel Action Plan, authorise the expenditure of any grant funding successfully obtained from 1st April 2017 and instruct officers to report back to this Committee in May 2017 (via the Strategic and Local Transport Projects Update bulletin) with details of the full 2017/18 Community Links programme in Aberdeen.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

In relation to Nestrans Capital and Revenue Programmes 2017/18 -

- (i) authorise officers to submit applications to the 2017/18 Nestrans capital and revenue programmes to deliver a series of transport projects in Aberdeen and, subject to the final programme being approved by the Nestrans Board, authorise expenditure of any funds successfully obtained by the Council from 1st April 2017; and
- (j) instruct officers to report back to this Committee in May 2017 (via the Strategic and Local Transport Projects Update bulletin) with full details of the Nestrans Capital and Revenue programmes of expenditure in Aberdeen in 2017/18.

In relation to Smarter Choices Smarter Places (SCSP)

- (k) authorise officers to submit a proposed SCSP programme for 2017/18 to Paths for All for consideration; and
- (l) authorise expenditure of any funds successfully obtained from 1st April 2017 and instruct officers to report back to this Committee in May 2017 (via the Strategic and Local Transport Projects Update bulletin) with full details of the proposed SCSP programme in Aberdeen City in 2017/18.

In relation to Cycling Development Officer Fund

- (m) approve the expenditure of approximately £50,000 available to the Council from the Nestrans / Sustrans Cycling Development Officer Fund during 2017/18 and keep this Committee up to date with progress of expenditure via the regular Strategic and Local Transportation Projects Update Bulletin.

In relation to Cycle Friendly Employer Workplace Grants Fund 2016/17

- (n) note the submission made to Cycling Scotland's Cycle Friendly Employer Workplace Grants Fund 2016/17 and approve the expenditure of any funds successfully obtained.

In relation to BLE

- (o) authorise officers in the Transport Strategy and Programmes team to finalise a prioritised list of projects seeking funding from the remaining net surplus BLE money in 2017/18 and instruct officers to submit this to the May 2017 meeting of this Committee for approval by members.

The Committee resolved:-

to approve the recommendations.

SUPPORTED BUS SERVICES - CHI/16/278

33. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which advised on the operation, level of use and performance of the two supported bus services implemented in June 2016.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

The report recommended:-

That the Committee -

- (a) approve the retention of the service 15a, evening supported bus service between Craigiebuckler/Airyhall and City, for a further 12 months, subject to the budget process;
- (b) approve the termination of the service 95, three times daily supported bus services between Peterculter and Garthdee at the end of the financial year 2016/17 and instruct officers to allocate additional Community Transport resources in the area to meet the service demand; and
- (c) request officers to further report on options of reallocating the savings from termination of the service 95, towards other potential routes with an identified social need.

The Convener advised that there was a possibility that the Dial a Bus Service could support a Tuesday and Friday service that the 95 had operated.

The Committee resolved:-

- (i) to approve recommendations (a) and (b);
- (ii) to request officers to further report on options for reallocating the savings from termination of the service 95, towards other potential routes with an identified social need such as; Dubford, Leggart, Kingswells, Torry and Kincorth to Cove;
- (iii) to request officers to look into the waiting times of the 15a at Craigiebuckler; and
- (iv) to confirm the age demographic using the bus routes.

101 CAIESDYKES ROAD - APPEAL AGAINST FOOTWAY CROSSING - CHI/16/315

34. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which advised of the details of an appeal against an officer decision to refuse a footway crossing application at 101 Caiesdykes Road, Kincorth.

The report recommended:-

That the Committee reject the appeal for a footway crossing at 101 Caiesdykes Road as it does not meet the standards set in the Council's approved policy.

The Committee resolved:-

to approve the recommendation.

VARIOUS SMALL SCALE TRAFFIC MANAGEMENT AND DEVELOPMENT ASSOCIATED PROPOSALS (STAGE 1 NEW WORKS) - CHI/16/301

35. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which advised of the need for various small scale traffic management measures identified by officers, residents, local members and emergency services. The

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

report also included proposals for individual disabled parking bays which now required to be progressed through the normal legal process for the required Traffic Regulation Order.

The report recommended:-

That the Committee -

- (a) approve the proposals in principle;
- (b) instruct the appropriate officers to commence the necessary legal procedures of preliminary statutory consultation for the traffic regulation orders required as described in this report. If no significant objections are received, then progress with the public advertisement and report the results to a future meeting of this Committee; and
- (c) instruct the appropriate officers to commence the combined statutory consultation for the traffic regulation order for the list of Blue Badge parking bays and report back to a future meeting of this Committee.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) in relation to 'Grampian Place / Oscar Road / North Grampian Circle, Torry – Proposed lengths of prohibition of waiting at any time' - to instruct officers to carry out an informal consultation with the residents of Grampian Place on the possible introduction of single or double yellow lines in association with the initial statutory process. This should be reported back to the committee prior to the commencement of the formal public consultation

VARIOUS SMALL SCALE TRAFFIC MANAGEMENT AND DEVELOPMENT ASSOCIATED PROPOSALS (STAGE 3 - PUBLIC ADVERT) - CHI/16/303

36. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented the twenty-four orders at the final statutory stage, the objections (where relevant) in each case and where applicable the letters of objection.

The report recommended:-

That the Committee -

- (a) approve the nineteen traffic orders that did not attract any objections or comments, and that all orders be made and implemented accordingly;
- (b) in relation to the 'The Aberdeen City Council (Kepplehills Drive, Aberdeen) (Prohibition of Waiting) Order 201(X)' overrule the objections received and instruct officers to make the order as originally envisaged;
- (c) in relation to the 'The Aberdeen City Council (Ruthrieston Place, Aberdeen) (Prohibition of Waiting) Order 201(X)' proceed with an amended order;
- (d) in relation to the 'The Aberdeen City Council (Greenbrae Crescent), Aberdeen) (Prohibition of Waiting) Order 201(X)' overrule the objections received and instruct officers to make the order as originally envisaged;

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

- (e) in relation to the 'The Aberdeen City Council (Wingate Road, Aberdeen) (Prohibition of Waiting) Order 201(X)' overrule the objections received and instruct officers to make the order as originally envisaged; and
- (f) in relation to the 'The Aberdeen City Council (Central Aberdeen) (Motorcycle Parking Bays) (Amendment) Order 201(X)' proceed with an amended order.

The Committee resolved:-

to approve the recommendations.

ACCESS FROM THE SOUTH - BRIDGE OF DEE STUDY - STAG PART 2 APPRAISAL - CHI/16/174

37. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented the outcomes of the Scottish Transport Appraisal Guidance (STAG) Part 2 report that had been submitted by Jacobs consultants for the Bridge of Dee Study.

The report recommended:-

That the Committee -

- (a) note the findings and outcomes of the Bridge of Dee STAG Part 2 Appraisal and approve the publication of a final version on the Council website;
- (b) agree that a review of the concepts under consideration should be carried out at a suitable period after the opening of the Aberdeen Western Peripheral Route (AWPR) to enable any changes in traffic patterns to be accurately assessed;
- (c) agree that the indicative costs of the options are brought up to date; and
- (d) agree that engagement continues with key stakeholders as appropriate, including Aberdeenshire Council and Nestrans.

The Committee resolved:-

- (i) to note the findings and outcomes of the Bridge of Dee STAG Part 2 Appraisal and approve the publication of a final version on the Council website;
- (ii) to agree that a review of the concepts under consideration should commence no sooner than a period of 6 months after the opening of the AWPR to enable any changes in traffic patterns to be accurately assessed;
- (iii) to agree that the indicative costs of the options be brought up to date and presented at the Council Budget meeting of 22 February 2017;
- (iv) to agree that engagement continues with key stakeholders as appropriate including Aberdeenshire Council, NESTRANS and Historic Environment Scotland; and
- (v) to instruct officers to work up proposals for a four lane bridge subject to it being included in the budget process.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

CITY PLAY AREAS - CHI/16/309

38. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which advised the progress of the 2016-17 Environmental Service programme of Play Area Refurbishment Works and provided an update on proposed works for 2017/18.

The report recommended:-

That the Committee -

- (a) acknowledge the success of the 2016/17 refurbishment programme;
- (b) agree that the Service should continue the rolling programme of play area refurbishment for 2017/18 as proposed in the report, subject to the necessary funding being in place; and
- (c) approve the use of the ESPO Framework 115 'Playground Equipment – Outdoor' or Scotland Excel Contract 0215 'Outdoor Play Equipment' as part of the 2017/18 procurement process.

The Committee resolved:-

to approve the recommendations.

PUBLIC MORTUARY - STATUS REPORT - CHI/16/298

39. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which advised on the legal framework surrounding public mortuaries, local arrangements, policies and procedures adopted to ensure effective service delivery and future proposals to provide a modern purpose build facility in compliance with best practice guidance. The report also provided a status report on the Aberdeen City Council mortuary in light of a proposed national review of mortuaries by the Scottish Government.

The report recommended:-

That the Committee -

- (a) note the content of the report;
- (b) request that once information is available, a further report be submitted on the scope of the national review of mortuaries and on completion of any subsequent audit of the city mortuary;
- (c) request that on completion of discussions with partners, a further report be submitted with a business case for a new mortuary facility; and
- (d) refer this report to the Audit, Risk and Scrutiny Committee for information.

The Committee resolved:-

to approve the recommendations.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE
24 January 2017

VALEDICTORY

40. The Council Leader noted that this was the last meeting of the Committee for the Convener who would be standing down at the forthcoming local elections, having served the last two years as Convener of this Committee, and previously as Convener of Housing and Environment for three years. The Council Leader paid tribute to the Convener for his hard work and commitment and for pushing the work particularly around play areas in the city. She added that the Convener should be proud of what he had achieved and that he would be a hard act to follow and concluded by wishing the Convener a happy retirement.

Councillors Yuill and Flynn endorsed the comments made by the Council Leader.

In accordance with the decision recorded under Article 1 of this minute, the following items were considered with the press and public excluded.

PROCUREMENT OF HOUSING CONSULTANCY SERVICES - CHI/16/322

41. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought authority to procure the services of a Housing Consultancy.

The report recommended:-

That the Committee -

- (a) instruct the Director of Communities, Housing and Infrastructure to procure the services of a Housing Consultant for a period of 5 years to be procured in accordance with the Council's Procurement Regulations and applicable legislation;
- (b) approve the total estimated expenditure as detailed in this report; and
- (c) instruct the Director of Communities, Housing and Infrastructure to make future funding available within the Housing Revenue Account budget to cover the cost of the provision of the housing consultancy service.

The Committee resolved:-

to approve the recommendations.

DECLARATION OF INTEREST

Councillor Delaney declared an interest in the following article by virtue of his role as Chair of the Board of the Scottish Federation of Housing Associations, and withdrew from the meeting prior to consideration of the item.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE
24 January 2017

HOUSING SUPPORT COMMISSIONING - SHELTERED HOUSING - CHI/16/297

42. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which provided an update on the commissioning plan for housing support provided to Registered Social Landlord (RSL) sheltered housing tenants and to women suffering domestic abuse and sought approval for the extension of various contracts.

The report recommended:-

That the Committee -

- (a) approve the Commissioning Plan for Housing Support for RSL Sheltered Housing Tenants and approve the aggregate expenditure on the procurement of such services from January 2018 for three years at an estimated value contained in the report, with the option for the Council to extend the services for two further consecutive periods of 12 months;
- (b) approve the extension of, and the expenditure for, the following contracts from 1 April 2017 until 31 January 2018: Castlehill Sheltered Housing; Hanover Sheltered Housing; Sanctuary Sheltered Housing and VSA Sheltered Housing; and
- (c) approve plans for the procurement of replacement refuge facilities and services for women suffering domestic abuse until 31 March 2020 and approve expenditure as detailed in the report.

The Committee resolved:-

to approve the recommendations.

PROCUREMENT FOR DELIVERY OF INSULATION WORKS - CHI/16/323

43. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which advised of the need and sought approval to proceed with procurement of a contractor to carry out basic insulation measures to envelope of dwellings in order for the council to meet its commitments in 2016-17.

The report recommended:-

That the Committee grant approval to proceed with a procurement to appoint a contractor to carry out the insulation works and approval of the estimated expenditure as detailed in the report.

The Committee resolved:-

to approve the recommendation.

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

ROADS AND TRANSPORT RELATED CAPITAL BUDGET PROGRAMME 2016-17 - CHI/16/307

44. With reference to Article 30 of this minute, the Committee had before it the full version of the report by the Director of Communities, Housing and Infrastructure which contained exempt information.

The Committee resolved:-

to note the report and the decision taken at Article 30.

FLEET CAPITAL PROGRAMME SPEND - CHI/16/318

45. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which provided details of the Fleet Capital Spend budget from April 2014 to the present. The report sought approval for the ongoing capital spend for the remainder of the 2016/17 financial year and the following year 2017/18 and approval to go out to tender for a number of requirements.

The report recommended:-

That the Committee -

- (a) note the contents of the report including Appendices A to H;
- (b) approve the capital spend for the remainder of the 2016/17 financial year and for 2017/18 for future Fleet Replacement, as detailed in section 5.3;
- (c) instruct officers of Public Infrastructure and Environment (Fleet Services), following consultation with Commercial and Procurement Services, to carry out a procurement exercise to appoint a provider of tyre management services for all of the Council's fleet vehicles and plant types for a 3 year period, as detailed in sub section 5.3.1, and approve the total estimated expenditure as detailed in this report;
- (d) instruct officers of Public Infrastructure and Environment (Fleet Services), following consultation with Commercial and Procurement Services, to carry out a procurement exercise to trial a telematics system for 6 months to assess vehicle utilisation of the part of the fleet operating in Building Services, as detailed in sub section 5.3.2 and approve the total estimated expenditure as detailed in this report;
- (e) instruct officers of Public Infrastructure and Environment (Fleet Services), following consultation with Commercial and Procurement Services, to carry out a procurement exercise to introduce a fuel bunkering system and fuel management system at two council locations, as detailed in sub section 5.3.3, and approve the total estimated expenditure as detailed in this report;
- (f) instruct officers of Public Infrastructure and Environment (Fleet Services), following consultation with Commercial and Procurement Services, to carry out a procurement exercise for a new Fleet Management system in order to progress

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

- efficiencies within the workshop, as detailed in sub section 5.3.4, and approve the total estimated expenditure as detailed in this report;
- (g) instruct officers of Public Infrastructure and Environment (Fleet Services), to approve working with the Partnerships and Funding team in developing a Fuel Cell Joint Undertaking (FCHJU) demonstration project for Hydrogen fuel Cell Refuse Collection Trucks as detailed in sub section 5.3.5;
 - (h) approve working with the Partnerships and Funding team to look at introducing more Hydrogen vehicles into the fleet;
 - (i) approve for two officers (Fleet and Partnerships Teams) to travel to the EU for a project development meeting on a H2 refuse collection vehicles demonstration project in 2017;
 - (j) approve the permanent gifting of a model steam train and trailer to the Grampian Transport Museum Trust; and
 - (k) instruct the Fleet Manager to report back to future meetings of the committee as required in relation to progress and performance against recommendations (b) to (h).

ENVIRONMENTAL SPEND - CHI/16/310

46. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval to spend Environmental Services revenue and capital budget for the procurement of goods and services required for work programmes, projects and operations.

The report recommended:-

That the Committee -

- (a) approve the expenditure as detailed in the report, for a maximum of 3 years, subject to the budget process, to procure a relevant street weed spraying contract;
- (b) approve the expenditure as detailed in the report, for a maximum of 3 years, subject to the budget process, to procure Aberdeen's plants, flowers and trees for parks and greenspace;
- (c) approve the expenditure as detailed in the report, for a maximum of 3 years, subject to the budget process, to procure materials and services relating to paths, bins and infrastructure works;
- (d) approve the expenditure as detailed in the report, for a maximum of 3 years, subject to the budget process, to procure materials and services relating to Aberdeen's play areas;
- (e) approve the expenditure as detailed in the report, for a maximum of 3 years, subject to the budget process, to procure small plant and equipment relevant to Environmental Services;
- (f) approve the expenditure as detailed in the report, for a maximum of 3 years, to procure a deep clean of the city centre as part of the City Centre Masterplan works;

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

24 January 2017

- (g) approve the expenditure as detailed in the report for the purchase or lease (whichever was best value for Council) of two pavement scrubber machines to prevent a build-up of grime/staining on walked on surfaces as part of the City Centre Masterplan works;
- (h) approve the expenditure as detailed in the report for the purchase of four additional applied sweepers or equivalent to improve city centre sweeping regimes as part of the City Centre Masterplan works; and
- (i) agree that the combined expenditure of items f, g & h be taken from the City Centre Masterplan budget as agreed at the Finance, Policy and Resources Committee of 7 June 2016.

The Committee resolved:-

to approve the recommendations.

-COUNCILLOR NEIL COONEY, Convener

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE
24 January 2017