

## FINANCE AND RESOURCES COMMITTEE

### COMMITTEE BUSINESS

MAY, 2010

<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.	Resources Management Committee 29/03/07 article 44  Area Committee Central 19/11/08 article 18	<b><u>105-107 Urquhart Road</u></b>  At its meeting of 19/11/08, the Committee resolved:- to request that a Planning Brief be developed for this property, and instruct the Head of Resources, Development and Delivery to report back thereafter.	Once a Draft Planning Brief has been considered, and approved, by the Development Management Sub Committee a full report can be submitted to this Committee for consideration.	Head of Asset Management and Operations		17/06/10
2.	Area Committee Central 23/09/08 article 14; and 01/04/09 article 12	<b><u>Frederick Street Development Site</u></b>  At its meeting of 1/4/09, the Committee resolved:- to recommend to the Resources Management Committee that in light of the information conveyed to the Committee in relation to the timescales of NHS Grampian, including that capital receipt may not be realised until 2011/12, for officers to continue discussions with NHS Grampian.	<b>Update:-</b> Discussions on all the issues are ongoing with NHS Grampian, whose project has been identified as a pathfinder for the hub initiative.	Head of Asset Management and Operations	<b>07/01/09</b>	17/06/10
3.	Resources Management Committee	<b><u>Summerhill Education Centre</u></b>  A progress report on the whole matter	<b>Update:-</b> A bulletin Report has been progressed. A report on any offer	Head of Asset Management and Operations	<b>11/03/10</b>	06/05/10

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	07/02/07 article 27	of alternative locations for community and office uses which are to be displaced from Summerhill Education Centre should be submitted to the next meeting.	received for the site will be submitted to the next committee meeting.			
4.	Finance & Resources Committee 17/09/09 article 21	<b><u>Aberdeen City Council Charitable Trusts</u></b>  The Committee resolved:- to instruct officers to write to the Scottish Government in order to ascertain whether it would be possible for the Council to wind up all charitable trusts with a fund of £20,000 or less in order to create a worthwhile fund for the citizens of Aberdeen, and to report back thereafter.	A detailed review of the terms and conditions of each trust is being undertaken in liaison with officials from OSCR (Office of Scottish Charitable Register). The Committee's resolution will be incorporated in this work.	Head of Legal and Democratic Services and Head of Finance		17/06/10
5.	Finance & Resources Committee 17/09/09 article 29	<b><u>Culter Grounds Depot</u></b>  The Committee resolved:- to authorise the Head of Resources Development and Delivery to market the property for sale, and to report back in due course on the offers received.	The property is currently being marketed and will be reported on at a later date.	Head of Asset Management and Operations	<b>28/01/10</b>	17/06/10
6.	Finance & Resources Committee 12/11/09 article 32	<b><u>Trading Services Monitoring 2009/10</u></b>  The Committee resolved:- to request that officers review the Council's practice in dealing with Trading Services; and to report back	<b>A report is on the agenda at item 6.3.</b>  <b>Recommended for removal.</b>	Head of Finance		06/05/10

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		on this at an early date.				
7.	Finance & Resources Committee 12/11/09 article 3	<b><u>St Machar Outdoor Centre</u></b>  The Committee resolved:- to request the Head of Resources Development and Delivery to report back to the meeting of the Finance and Resources Committee on 6 May, 2010 on the outcome of these remits, with an invitation to that Committee to decide upon the future use of the property.	<b>A report is on the agenda at item 8.2.</b>  <b>Recommended for removal.</b>	Head of Asset Management and Operations		06/05/10
8.	Finance & Resources Committee 12/11/09 article 33	<b><u>Great Southern Road/Holburn Street (Disused Public Toilet and Advertising Site)</u></b>  The Committee resolved:- that the Head of Resources Development and Delivery be authorised to consider other options for the disposal of the site including, if appropriate, further negotiation with the current neighbour with a report back to the Committee at an appropriate time.	Discussions are continuing with the adjoining proprietor, along with considerations of other options, to be reported as soon as these are concluded.	Head of Asset Management and Operations		17/06/10
9.	Finance & Resources Committee 12/11/09 article 34	<b><u>11 Fonthill Terrace</u></b>  The Committee resolved:- that the only offer received for 11 Fonthill Terrace be rejected and the property remarketed with a report to be submitted to the appropriate meeting of the Committee in due course, detailing the outcome of the remarketing.	<b>A report is on the agenda at item 11.5.</b>  <b>Recommended for removal.</b>	Head of Asset Management and Operations		17/06/10

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10	Finance & Resources Committee 12/11/09 article 35 & 11/03/10 article 34	<b><u>St Nicholas House Site</u></b>  At its meeting of 11/03/10 the Committee resolved to instruct that the members who had declined to be interviewed be requested to attend an interview with the Monitoring Officer at an early date, and for a report to be brought back to this Committee at the next meeting if these interviews are not undertaken.	<b>A verbal update will be provided at the meeting.</b>	Head of Legal and Democratic Services	06/05/10	
11	Finance & Resources Committee 12/11/09 article 40	<b><u>Non Housing Capital Project – Evaluation of Contractors’ Performance</u></b>  The Committee resolved:- to instruct the Head of Resources Development and Delivery to report back in two cycles; and in one year on the level of performance of these two contractors on Non Housing projects.	<b>Update:-</b> A bulletin report was provided last cycle. Neither contractor has won a tender to date, so no further update can be provided at this time.	Head of Asset Management and Operations	<b>11/03/10</b>	
12	Finance & Resources Committee 12/11/09 article 42	<b><u>Ground at Loirston Loch</u></b>  The Committee resolved:- that the Head of Resources, Development and Delivery and other appropriate officials (including the City Solicitor and City Chamberlain), be authorised to enter into discussions with Hermiston Securities concerning the creation of an appropriate development agreement for the long term	<b>Update:-</b> Detailed discussions are continuing with the adjoining land owner.	Head of Asset Management and Operations	<b>06/05/10</b>	

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		development of the Loirston Loch area and that this matter be reported back to a future Committee meeting.				
13	Finance & Resources Committee 10/12/09 article 16	<b><u>School Transport Contracts</u></b>  The Committee resolved:- to request that officers report back on the outcome of the tendering process in due course.	<b>A report is on the agenda at item 6.9.</b>  <b>Recommended for removal.</b>	Head of Procurement	11/03/10	06/05/10
14	Finance & Resources Committee 10/12/09 article 4	<b><u>Financial Strategy – Revenue Budget</u></b>  The Committee resolved:- to instruct that a report be submitted to the relevant committee on the proposal for voluntary reduction in hours.		Head of Human Resources	17/06/10	
15	Finance & Resources Committee 10/12/09 article 30	<b><u>Physiotherapy Pilot</u></b>  The Committee resolved:- to approve the continuation of the project and to request that the pilot be assessed for impact, including a cost benefit analysis; and a report submitted to this Committee once this evaluation has been completed.	<b>A report will be submitted next cycle.</b>	Head of Human Resources and Organisational Development	11/03/10	06/05/10
16	Finance & Resources Committee 10/12/09 article 39	<b><u>Kirkton Avenue – Future Use</u></b>  The Committee resolved:- that the Head of Resources Development and Delivery be instructed to enter into negotiations with the prospective purchasers of the site and to report again on the outcome of these to a future		Head of Asset Management and Operations	17/06/10	

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		meeting.				
17	Finance & Resources Committee 10/12/09 article 40	<b><u>Granitehill Road Site</u></b>  The Committee resolved:- to request that progress be reported in relation to the instructions given at (1), (2) and (3) hereof to the meeting of this Committee in May 2010.	<b>A report is on the agenda at item 11.11.</b>  <b>Recommended for removal.</b>	Head of Asset Management and Operations	06/05/10	
18	Finance & Resources Committee 10/12/09 article 41	<b><u>Queens Links Outdoor Centre</u></b>  The Committee resolved:- that in the event that the situation described under (iii) comes to pass, officers be requested to report back to a future meeting of this Committee on the response to the advertising process.		Head of Asset Management and Operations	17/06/10	
19	Finance & Resources Committee 10/12/09 article 42	<b><u>8 Alford Place</u></b>  The Committee resolved:- to instruct the Head of Resources Development and Delivery to advertise the property at 8 Alford Place for sub-lease from 1 April, 2010 until the termination date under the Council's head lease, and report further.	Property currently being advertised. Dependent upon the result of this, a Bulletin Report will be prepared for the next appropriate committee meeting.	Head of Asset Management and Operations	06/05/10	
20	Finance & Resources Committee 28/01/10 article 2	<b><u>CAB – Debt Advice Service</u></b>  At its meeting of 11/03/10 the Committee resolved:- (iv) to instruct officers to consider how savings of £70,000 could be	<b>A report is on the agenda at item 10.1.</b>  <b>Resolution (iv) recommended</b>	Director of Housing and Environment	resolution (iv) 06/05/10  resolution (vii) every	

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	Finance & Resources Committee 11/03/10 article 31	made in the provision of debt advice from the overall funding currently allocated to the Trading Standards service for this function, with the minimum impact on service users, and for this to be reported back at the next meeting on 6 May, 2010; (vii) to request a report back at each meeting of this Committee on all matters detailed within the report and in particular until a Service Level Agreement is in place between the Council and the CAB.	<b>fore removal.</b>		cycle	
2	Finance & Resources Committee 28/01/10 article 13	<b><u>Altens Community Centre and Dyce (Carnegie Hall) Community Centre – Remedial Works</u></b>  The Committee resolved:- that appropriate officers be requested to undertake consultation with the community groups concerned in order to ascertain whether the funding identified is actually required and to report back to the Committee thereon in due course.	An officer has consulted with the management committee of Altens Community Centre who wish to advise that they consider it is the responsibility of the Council as landlord to affect repairs to the fabric of the building. Any funds which they have are ringfenced for wages and funding centre activities. Dyce Development & Amenities Committee, who manage Dyce (Carnegie Hall), have been advised in writing of the committee decision. They have been asked to confirm in writing whether or not they are, as stated at committee, in a position to pay for remedial repairs. To date, no reply has been	Director of Education, Culture and Sport	17/06/10	

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			received.			
22	Finance & Resources Committee 28/01/10 article 17	<p><b><u>Tendering for ACC Services</u></b></p> <p>The Committee resolved:- to instruct the Director of Social Care and Wellbeing to bring forward a report detailing an individual unit that would have the potential for retendering in the way described throughout the report.</p>	<p><b>Update:-</b> The Director of Social Care and Wellbeing, in conjunction with officers of the Council, identified an individual unit that would have the potential for re-tendering. This unit being the Learning Disability unit at Balnagask. While retendering would be one option, the Director resolved to revisit the staffing model. The second option would minimise disruption for service users and their families and may have the potential to meet the required savings of £125,000.00 as requested by the earlier report.</p>	Director of Social Care and Wellbeing	<b>06/05/10</b>	
23	Finance & Resources Committee 28/01/10 article 24	<p><b><u>Retail Rocks! Aberdeen</u></b></p> <p>The Committee resolved:- to authorise the Director of Enterprise, Planning and Infrastructure, in consultation with the City Solicitor, the City Chamberlain and the Convener of the Finance and Resources Committee to exercise delegated authority to acquire appropriate suitable property for the project, reporting back on the actions taken</p>	Negotiations are currently taking place to acquire identified retail units in Torry. A report will be provided to Committee once negotiations are on the point of being concluded seeking permission to proceed with the acquisitions. The report will also include information on the legal/contractual agreement governing the various project partners and the various component parts of the project	Director of Enterprise, Planning and Infrastructure	<b>06/05/10</b>	



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		to future meetings of this Committee.	(e.g. property acquisition, competition, marketing and PR, mentoring etc).			
24	Finance & Resources Committee 28/01/10 article 25	<p><b><u>Capital Planning</u></b></p> <p>The Committee resolved:- to approve the amended Capital Prioritisation Process and instruct the Director of Enterprise, Planning and Infrastructure to commence its implementation for 2011/12, <b>and to instruct that regular reports be submitted back to this Committee.</b></p>	<p><b>Update:-</b> Resources and suitable training are being identified to ensure whole life costing and option appraisals are being completed for each business case. All service management teams to be advised of new proposals in place and all identified support where required. All existing projects will also be reviewed to ensure consistency.</p>	Head of Asset Management and Operations		
25	Finance & Resources Committee 28/01/10 article 26	<p><b><u>Status of Surplus Education and Other Properties</u></b></p> <p>The Committee resolved:- (ii) to authorise the Head of Resources Development and Delivery to market the former St. Peter's Nursery, the former public toilets in High Street, Old Aberdeen and the former depot at Ruthrieston Road, <b>and to submit a further report to the appropriate meeting of this Committee in due course detailing the results of the marketing;</b> and (iii) to authorise the Head of Resources Development and Delivery to enter into</p>	<b>An update is in the Information Bulletin.</b>	Head of Asset Management and Operations	17/06/10	

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		negotiations with the landlord of the site of the former Woodlands Special School, with a view to agreeing an appropriate exit strategy for the Council <b>and to report back to this in due course on the outcome.</b>				
26	Finance & Resources Committee 28/01/10 article 37	<p><b><u>Westburn Park</u></b></p> <p>The Committee resolved:-</p> <p>(i) to authorise the Head of Resources Development and Delivery to enter into discussions with the charitable organisation referred to, on the suitability of the site identified for its purpose (including the practicality of enlarging the site) and, if appropriate, to enter into formal negotiations for the disposal of that site;</p> <p>(ii) to instruct that appropriate officials continue to liaise with the charitable organisation to identify, if required, other suitable sites; and</p> <p>(iii) <b>to instruct that the Head of Resources Development and Delivery report back to Committee in due course on the outcomes of (a) and/or (b) above,</b></p>		Head of Asset Management and Operations		06/05/10

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27	Finance & Resources Committee 28/01/10 article 40	<b><u>Pinewood/Hazledene</u></b>  The Committee resolved:- that the Head of Resources Development and Delivery in conjunction with the Council's external advisors, be instructed to review the future options and risks for the Council in dealing with this matter, in light of the information now available and to report back to Committee in May 2010.	<b>Update:</b> Discussions ongoing with all parties having an interest in these two sites. It is anticipated that these discussions will be concluded in May and reported to the cycle thereafter.	Head of Asset Management and Operations	<b>06/05/10</b>	17/06/10
28	Education, Culture and Sport Committee 18/02/10 article 25	<b><u>Essential Car User Scheme</u></b>  The Committee resolved:- to request that the Finance and Resources Committee look into the issue of Essential Car Users Schemes for all staff and, in particular, the issue of lump sum payments.		Head of Human Resources and Organisational Development		17/06/10
29	Social Care and Wellbeing Committee 25/02/10 article 10	<b><u>Annual Grant Making Programme</u></b>  The Committee resolved:- to approve the recommendations (including the amendment to the figures at recommendation (b) referred to in this minute) and in addition to that recommendation, that a report on the savings to be achieved through the cessation of funding be submitted to the Finance and Resources Committee to consider.	<b>A report is on the agenda at item 4.2.</b>  <b>Recommended for removal.</b>	Director of Social Care and Wellbeing	06/05/10	

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30	Council Budget meeting 11/02/10 article 2	<p><b><u>General Fund – Draft Revenue and Capital Budget – 2009/10</u></b></p> <p>Council resolved:-</p> <p>(i) to instruct the Head of Human Resources and Organisational Development and the Head of Legal and Democratic Services to report to the Finance and Resources Committee in due course on the outcome of a review of employment costs; and</p> <p>(ii) that the Head of Human Resources and Organisational Development, in conjunction with the Head of Legal and Democratic Services, review the Council's employment costs looking at reducing agency costs, new ways of working, giving employees flexibility on working hours wherever possible, assessing pay awards and pay scale increments;</p> <p>(iii) that the review of such costs be undertaken in conjunction with widespread consultation with the Council's employees and the Trades Unions and that their views inform the recommendations to be brought back to the relevant committee</p>		Head of Human Resources and Organisational Development	17/06/10	

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31	Finance & Resources Committee 11/03/10 article 11	<p><b><u>Common Good Budget</u></b></p> <p>The Committee resolved:-</p> <ul style="list-style-type: none"> <li>(vi) to seek a review of Council funding for all trusts in order to assess Best Value; and</li> <li>(vii) to request a report back in the near future, on the pension liabilities of the CAB and other organisations.</li> </ul>		Head of Finance	28/09/10	
32	Finance & Resources Committee 11/03/10 article 12	<p><b><u>Former Carden School – Dyce</u></b></p> <p>The Committee resolved:-</p> <ul style="list-style-type: none"> <li>(i) that the availability of the property be circulated to Service Departments and the North East Property Group;</li> <li>(ii) that failing the identification of any future public sector use, officers be authorised to undertake all other necessary investigations, including the negotiation of boundaries, with the Education, Culture and Sports Service with a view to exposing the site to the market; and</li> <li>(iii) that officers report back to a future meeting of the Committee on the outcome of the foregoing resolutions.</li> </ul>		Head of Asset Management and Operations	28/09/10	

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33	Finance & Resources Committee 11/03/10 article 20	<p><b><u>Applications for Financial Assistance 2009/10</u></b></p> <p>The Committee resolved:- to instruct officers to bring forward a report detailing ways in which the grant application system can be streamlined especially with regard to reporting to Committee.</p>		Head of Finance	28/09/10	
34	Finance & Resources Committee 11/03/10 article 25	<p><b><u>Third Tier III Health Gratuity</u></b></p> <p>The Committee resolved:-</p> <p>(i) <b>to request that officers report back in much more detail in three months</b>, in order for a final decision to be taken with regard to the Third Tier III Health Gratuity;</p> <p>(ii) to agree not to apply the Third Tier III Health Gratuity until a point that the above report is brought back to this Committee for final decision; and</p> <p>(iii) to note that if there are any staff that would be detrimentally affected by this decision prior to the report coming forward, that Standing Orders could be suspended in order for specific cases to be considered on their own merits.</p>		Head of Human Resources and Organisational Development	17/06/10	

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35	Finance & Resources Committee 11/03/10 article 26	<b><u>Corporate Asset Management System – Progress</u></b>  The Committee resolved:- that the Director of Corporate Governance be requested to report back on progress at every cycle, and for the reports to be presented in a format that is easily read and understood.	<b>A report is on the agenda at item 11.1.</b>	Director of Corporate Governance	Every cycle	
36	Finance & Resources Committee 11/03/10 article 28	<b><u>Grove Lodge</u></b>  The Committee resolved:- that a further report be prepared in due course advising the Committee of the outcome of the marketing exercise.	<b>An update on this property is included with the Bulletin Report on Surplus Assets.</b>	Head of Asset Management and Operations	28/09/10	
37	Finance & Resources Committee 11/03/10 article 33	<b><u>Townscape Heritage Initiative</u></b>  The Committee resolved:- to request that a verbal update be provided at every meeting of this Committee on the contractual and legal issues associated with this project.	<b>A verbal update will be provided at item 10.1 of the agenda.</b>	Director of Enterprise, Planning and Infrastructure	Every cycle	
38	Finance & Resources Committee 11/03/10 article 38	<b><u>Landfill Tax Credit Funding 2010-2013</u></b>  The Committee resolved:- to approve recommendations (a), (b), (c) and Option C in relation to recommendation (d) (to reject the application from Aberdeen Greenspace for funding in 2010/11		Head of Environmental Services	28/09/10	

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		and instruct officers to seek funding opportunities for projects in Aberdeen with other Environmental Bodies for 50% of the available Landfill Tax Credits and present a further report <b>with revised recommendations to a future meeting of this Committee</b> ); and to request that this report also contain details of the implications for Aberdeen Greenspace.				
39	Finance & Resources Committee 11/03/10 article 40	<p><b><u>Frederick Street (First and Second Floors)</u></b></p> <p>The Committee resolved:- that it be remitted to the Director of Corporate Governance to prepare a report on the introduction of a quality/price basis for assessment and award of competitive tenders.</p>		Director of Corporate Governance	28/09/10	