

APPENDIX 2 – UPDATE ON OUTSIDE BODIES INSURANCE PROVISIONS

KEY	APPOINTMENT REQUIRED								
	NO CONFIRMATION OF INSURANCE COVER								
NAME	TYPE OF ORGANISATION	PURPOSE	NATURE OF APPOINTMENT	MANDATORY /DISCRETIONARY	NO OF APPOINTMENTS	INSURANCE	CURRENT LIABILITIES	ANY OTHER RELEVANT INFORMATION	REASON TO APPOINT
Aberdeen Bulawayo Trust	Charitable Trust SC009373	Aberdeen Bulawayo Trust, a registered charity which provides humanitarian assistance and supports Bulawayans with medicines, educational materials and other practical assistance.	Decision Making	Mandatory within the trust deed	7 councillors and one external 4 Administration / 3 Opposition	No, the trust does not have insurance (as this trust is only paying out grants, risk is deemed to be minimal) It is open to the trustee to arrange insurance.	None	Accounts audited yearly and ACC Head of Finance acts as treasurer. Councillors can resign however a replacement would need to be found	To relieve poverty for the inhabitants of Zimbabwe and arrange publicity and funding for the City of Bulawayo
Aberdeen Outdoor Access Forum	Advisory Forum	Aberdeen Outdoor Access Forum brings together all of the key stakeholders in access to the outdoors. The forum consists of representatives of all of the key interest groups. The Forum advises ACC and any others consulting it on outdoor access issues and offers assistance in the resolution of any outdoor access disputes. Scottish Natural Heritage, NHS Grampian and the Forestry Commission Scotland are also members.	Observer	Mandatory	2  1 Administration + 1 Opposition (substitute)	N/A - Elected Members are not making decision, attending only as an observer.	N/A	The Forum meets every three months	The Forum is a statutory body set up as a result of the Land Reform Scotland Act 2003 and is therefore advisory to the Council. Assists with environmental duties.
Aberdeen Sports Village	ALEO - Joint Venture with University of Aberdeen SC038689	Aberdeen Sports Village is the premier sport and exercise facility in Scotland, hosting an array of world class sporting facilities. A partnership between the University of Aberdeen, Aberdeen City Council and sportscotland, the Village first opened to the public in August 2009.	Director	Mandatory - Partnership Agreement (ALEO)	2  1 Administration / 1 Opposition	Yes - confirmed Directors and Officers insurance. Also, a private limited company, so liability is limited (Directors not liable).	Not known		Agreement between co-venturers requires equal representation on the Board. ASV helps deliver services on behalf of ACC.

Alcohol and Drugs Partnership	<b>Statutory partnership</b>	Works in partnership with public sector agencies such as NHS Grampian, Fiscal Service and the Scottish Prison Service to monitor delivery of Drugs and Alcohol strategies for Aberdeen City.	<b>Decision making</b>	Mandatory - statutory/agreement	<b>3</b>  <b>2 Administration / 1 Opposition</b>  Please note that previous report refer to 2 Elected Members being required. It has now been confirmed that 3 members are required.	Not confirmed but deemed low risk. <b>STATUTORY BODY/PARTNERSHIP</b>	N/A	Meets 4 times per year	The Aberdeen City Alcohol & Drugs Partnership is a statutory body, arising from a directive from the Scottish Government. It involves partners from NHS Grampian; Aberdeen City Council; Health & Social Care Partnership; Police Scotland; Scottish Fire & Rescue Service; ACVO; and other relevant bodies.
Association for Public Service Excellence (APSE)	<b>Unincorporated Association</b>	The Association for Public Service Excellence (APSE) is a networking community that assists local authorities who are striving to improve their frontline services. APSE works with more than 250 local authorities across the UK to advise and share information and expertise on a broad range of frontline public services. These councils are supported by a team of experts, who draw upon a wealth of knowledge in areas such as policy and practice, as well as in vital frontline service areas.	<b>Decision maker</b>	Discretionary – open to all who are committed to delivering quality cost effective services	<b>1</b>  <b>1 Administration</b>	N/A - Association of Local Authorities. Decisions relate to the association, therefore minimal risk.	N/A		Reputational and promotion of public excellence

Care and Repair Initiative Scotland - Aberdeen Agency	SCIO SC015306	Offer a free service to owner-occupiers and tenants of private landlords who live within Aberdeen City. Clients must be either elderly, disabled or suffering from long term illness.	Decision making	Discretionary	Up to 4 - can be officers, elected members or a combination thereof.  Previously 2 Administration / 1 Opposition	Yes - have now confirmed that they have adequate insurances in place	None - now confirmed		The charity provides practical assistance to people aged 60 years and over, people with disabilities and people with long term health conditions to allow them to continue to live within their own homes as independently as possible. They can award hardship grants. Ties in with the Council's priority of Smarter Living
Champions Board	Board	Champions Board is a forum where care experienced young people have direct access to the decision makers in the city. The Champions consist of Chief Officers from organisations in the city that have Corporate Parenting responsibilities under the Children and Young People (Scotland) Act 2014.	Decision making	Mandatory	2  1 Administration and 1 Opposition	Not confirmed but deemed low risk.	N/A	Although our Champions Board has existed since 2014 it is only in the last 6 months, following an award of funding from the Life Changes Trust, that momentum has again picked up. There was a Champions Board meeting held in March and this was our first substantial meeting since the funding had been awarded. The focus of the March meeting was Education. The meeting in June will focus on Aftercare.	Compatible with services provided by Education and Childrens Services.
Fairer Aberdeen Fund Board	Statutory Board	The Board has been established by the City Alliance to manage the transition of funding to the Fairer Scotland Fund.	Decision Making	Mandatory - sub group of Statutory body	4 3 Administration / 1 Opposition	Not confirmed but low risk. <b>STATUTORY BODY</b>	Not known		sub group of the Community Planning Partnership

Gordon Highlanders Museum Board	<b>Charitable Trust SC022039</b>	Preserving the heritage of the Gordon Highlanders for the North East and is one of Aberdeen's main tourist attractions. Also has a strong educational programme with a popular workshop on the 2 <sup>nd</sup> World War which has become one of the main study destinations for this subject in the North East. The museum also caters for corporate entertainment and community of family functions or meetings.	<b>Observer. Appointed to advisory board. Councillors are not formal trustees.</b>	Discretionary	<b>5 (Association happy to reduce the number to 4)</b>  <b>Lord Provost + 2 Administration / 2 Opposition</b>	N/A - Elected Members are not making decision, attending only as an observer.	N/A	Association pleased with the input of the Councillors over the past few years. Low risk. 3 Board meetings per year - approximately 2 hours per meeting.	Reputational risk for failure to appoint Councillor to this organisation. In line with ACC's educational/tourism aims and purposes.
Grampian Houston Association	<b>Club/Small charity</b>	Promotes a twinning link with the city of Houston and maintains an informal network of contacts in Houston. Supports and organises educational, social, vocational and business exchanges with Houston. Organises a programme of business meetings and social events for association members.	<b>Member with decision making powers</b>	Discretionary - no evidence of being mandatory and has the option to resign as per Section 2.2.	<b>4</b>  <b>Lord Provost is honourary member in addition to 4 members.</b>  <b>2 Administration / 2 Opposition</b>	None, but low risk.	No	The financial information provided is from 2001 and there is little information on what input/involvement they require from the Councillor.	Further investigations required as to purpose of Councillor involvement.

Grampian Valuation Joint Board	<b>Statutory Board</b>	The Grampian Valuation Joint Board was established as part of the 1996 reorganisation of local government in terms of The Valuation Joint Boards (Scotland) Order 1995 and is vested with the functions of the three valuation authorities (Aberdeen City Council, Aberdeenshire Council and Moray Council) in the area of the former Grampian Region. With the agreement of the three councils the Board also has responsibility for the Electoral Registration function.	<b>Decision Making</b>	Mandatory - statutory	<b>6</b> <b>3 Administration /</b> <b>3 Opposition</b>	Not confirmed but low risk. <b>STATUTORY BODY</b>	N/A	The Board is responsible for the administrative side of the valuation process: ensuring that there are sufficient staff/offices to fulfil the valuation function monitoring accounts, performance, audit and complaint matters. The Board and its members cannot however become involved in valuation decisions made by the Assessor. The Assessor has an independent professional valuation role which is required by the courts to be free of political influence or interference.	Statutory duty
MacDonald Art Committee	<b>Trust</b>	Administers a fund set up for the purchase of works of art for display at the Art Gallery, Schoolhill.	<b>Decision-making</b>	Mandatory - council trust	<b>4</b> <b>2 Administration /</b> <b>2 Opposition</b>	N/A - this trust purchases art for the art gallery. It is believed that trustees will wind up this trust when remaining funds are spent to acquire piece of art for the opening of the gallery. Risk is low.	no	Has not met for several years. Consideration being given to future of the Trust by Finance and Legal colleagues.	Appointment required – Council Trust
Marguerite McBey Trust	<b>Charitable Trust SC031654</b>	Advances the education of the people of Aberdeen and others through promotion and support of the arts by the protection, conservation and development of the Fine Art Collection at Aberdeen Art Gallery.	<b>Decision-making</b>	Mandatory	<b>2</b> <b>1 Administration /</b> <b>1 Opposition</b>	No. Risk is deemed to be low, as this trust is for the benefit of the Art Gallery.	no	Ad hoc and not regular meetings	Requirement of Trust Deed

North East Agricultural Advisory Committee	<b>Statutory partnership</b>	An advisory body to the Councils in North East Scotland on all rural affairs, with particular interest in agriculture and rural employment, farm incomes, farming policy, conservation, diversification of farming including forestry, tourism and farm industries, the implications of change in farming practice and land use, and the provision of infrastructure, services and facilities in rural areas.	<b>Observer</b>	Mandatory	<b>5 3 Administration / 2 Opposition</b>	N/A - Elected Members are not making decision, attending only as an observer.	N/A	Aberdeenshire Council clerk this committee	Partnership agreed with key stakeholders. Assists Council in its environmental duties.
North East of Scotland Climate Change Partnership	<b>Statutory partnership</b>	The NESCCP consists of 17 public and private sector organisations with a mission to Work together to reduce the impact of climate change in the North East of Scotland. The partnership includes membership of private and public sector organisations.	<b>Observer - see other information</b>	Mandatory	<b>1 1 Administration</b>	N/A - Elected Members are not making decision, attending only as an observer.	N/A	Aberdeen City Council (ACC) presently holds Chair of the partnership, currently held by an elected member and secretariat, previously elected member representative have also attended in an observer role. Chair and Secretariat are rotating positions.	Public bodies have to meet requirements and report on progress with meeting public bodies duties under the Climate Change (Scotland) Act 2009. Required reporting includes a section on climate change governance.
North East of Scotland Port Welfare Committee (Merchant Navy Welfare Board (MNWB))	<b>Private company limited by guarantee SC039669</b>	reduce the impact of climate change in the North East of Scotland.	<b>Observer</b>	Discretionary as observational only	<b>1 1 Opposition</b>	N/A - Elected Members are not making decision, attending only as an observer.	none	Financial information is good and well audited, Board is well run and meetings happen every three months.	Important to support the Merchant Navy Welfare Board in Aberdeen a city with a large port to support issues that may affect seafarers and their families.
North East Scotland Fisheries Development Partnership	<b>Statutory partnership</b>	To act as an advisory body to the Councils of North East of Scotland and the industry, and to provide support to fishing dependent communities.	<b>Observer</b>	Mandatory	<b>4 2 Administration / 2 Opposition</b>	N/A - Elected Members are not making decision, attending only as an observer.	N/A	Aberdeenshire Council clerk this committee	Partnership agreed with key stakeholders. Assists Council in its environmental duties.

Printfield Community Project / Woodside Network	Registered Charity SC001762 / Voluntary Group	The association's objects are: The advancement of community development and the relief of the needs of the people of the Printfield area of the City of Aberdeen, and in furtherance of this by; i) Promoting and providing services designed to improve the quality of life of the residents of the area. ii) Working in partnership with other bodies to achieve the purposes.	Observer	Discretionary	2 Local members (1 Administration and 1 Opposition)	N/A - Elected Members are not making decision, attending only as an observer.	None		Will be of interest to local Woodside councillors - engagement with community.
Proctor's Orphanage Trust	Trust	Established 1890 with purpose of building and operating an orphanage. Orphanage taken over by Grampian Regional Council around 1960, but ownership of building remained with Trust. Facility closed in mid 1990's. Building remains unsold.	Decision Making	Mandatory in the trust deed	5 plus one from Aberdeenshire (3 Administration and 2 Opposition)	No - Trust does not employ staff or provide services. Will make grants to charities with similar purposes. Therefore, deemed low risk.	No	Head of Finance acts as treasurer. Trust to be reviewed as part of Governance Review.	Providing vulnerable children up to the age of 16 with care services
Robert Nichol Trust	Trust	Awards grants to persons engaged in further education. The applicants must have been born in Aberdeen or the County of Aberdeen or, if born elsewhere, resided therein for at least 5 years prior to date of application.	Decision Maker -- To adjudicate, along with other trustees, on applications received for awards from the trust.	Mandatory – Required by the terms of the Will of the late Robert Nichol.	1 Administration	No - Trust does not employ staff or provide services. Will make grants to charities with similar purposes. Therefore, deemed low risk.	No	The Trustees met on 13.05.16 and 31.08.16 to consider applications for the awards from the trust.	To adjudicate, along with other trustees, on applications received for awards from the trust.
Rubislaw Field Committee	The council, Grammar school and former Pupils Club jointly manage the Rubislaw Sports field via committee	The council, Grammar school and former Pupils Club jointly manage the Rubislaw Sports field via committee	Decision making	Mandatory	3 Administration / 1 Opposition	Not confirmed but low risk. Acting in interests of Council, not separate body.	None		Supports the access to sports and health and feeds back to ACC priorities.

Veterans Champion	<b>Champion - point of contact.</b>	Veterans Scotland's aim is to establish cooperation and coordination between Veterans Organisations in Scotland, to act as a focal point for all matters concerning the ex-Service community within Scotland and to represent these matters to Government at all levels. They are councillors who have volunteered to support Veterans in their area who have problems, and they do so because they care about our welfare.	<b>Advisory</b>	Mandatory - Covenant signed by Council	<b>1 Administration (Lord Provost)</b>	N/A - Elected Members are not making decision, attending only as an observer.	N/A		Council has signed a conanant agreement, worthwhile cause, reputational damage if no appointment.
Violence Against Women Forum	<b>Strategic Partnership</b>	The Aberdeen Domestic Abuse Partnership brings together all the appropriate agencies in the City to tackle domestic abuse and support those affected by it. The Partnership links to Aberdeen Futures and the Community Plan for Aberdeen through the Health and Social Care Challenge Forum. The Partnership launched its strategy to address domestic abuse in the City in Spetember 2004.	<b>Decision Maker</b>	Discretionary	<b>2 Administration / 1 Opposition</b>	Not confirmed but deemed low risk.	none	Meetings every two months – currently chaired by a Councillor	Consistent with ACC dutes under the Adult social care.
William Harvey Trust	<b>Trust</b>	Provides support and education for poor, deaf and dumb persons and protection and reformation of females who have been of dissolute habits.	<b>Decision Maker</b>	Mandatory - Trust Deed	<b>Lord Provost + 1 Opposition</b>	Not known - Trust does not emply staff or provide services. Will make grants to charities with similar purposes. Therefore, deemed low risk.	Not known	The Trust was set up by a Deed of Mortification executed by William Harvey in 1844. It makes grants, donations or gifts to organisations, therefore lower risk	Although origaial purposes seem dated, the Trust makes contributiouns to local charities that support ACCs functions for supporting people with disabilities

BODY	No of Members	CATEGORY	ACTION	REASON	NOTES
Aberdeen Art Gallery and Museum - Friends of the Gallery	See NOTES	TRUST	RETAIN (DISCRETIONARY)	QUESTIONNAIRE COMPLETED	Appointment is NOT required, but all are welcome to attend. Observer capacity, Insurance not applicable.
Aberdeen Torshavn Commission	2	LOCAL	REMOVE	NOT ACTIVE	Has not been active for a number of years
Association of North Sea Societies	1	LOCAL	REMOVE	NOT ACTIVE / WITHDRAWN	ACC do not use the Outside Body anymore, not provding ACC with Best Value
Convener Court of Old Aberdeen Hammermen Trade and the Fleshers and	3	LOCAL	REMOVE	NOT ACTIVE	VSA have confirmed that this organsiation is no longer active
Enterprise North East Trust Ltd	1 (Administration)	TRUST	RETAIN	QUESTIONNAIRE COMPLETED	Decision Maker, Insurance in place, no known liabilities, consistent with ACC aims and strategy - As an 'Enterprise Trust' Elevator aims to develop the economy of the north east through the delivery of programmes designed to assist new and experienced entrepreneurs and the provision of property services in which to house new and growing businesses. We are a 'not for profit distribution' company committed to recycling local wealth back into local economy.
George, James and Alexander Chalmers Trust	3	TRUST	REMOVE	NOT REQUIRED	Trust will not complete questionnaire by soclitors acting for trust have advised that there is no requirement for Cllrs on the Trust. Aberdeenshire removed.
Govenors of Oakbank School Trust	9 (Trust Deed states that "5 shall be experienced in Education and 4 shall be experienced in Social Work")  (Previously 5 Administration and 4 Opposition)	TRUST	RETAIN MEANTIME	QUESTIONNAIRE COMPLETED, TO BE WOUND UP	The Oakbank School Trust was set up in 1935 for the purposes of relief of poverty and advancement of education by providing a residential school for young people with behavioural difficulties. The Trust Solicitor provided a verbal update, that as far as she is aware, all known liabilities have been settled including a payment to the North East Scotland Pension Fund, and that sufficient funds have been retained to wind up the trust (which will cover professional fees and courts costs).  The trust is in the final stages of being would up, as it no longer can fulfil its charitable purpose.
Grampian Community Care Charitable Trust		LOCAL	CHASE	NO RESPONSE	Sent to Castlehill Housing Association, Acknowledged receipt but awaiting response

Grampian Joint Older People's Strategy	1	LOCAL	CHASE	NO RESPONSE	No information
Homeless Action Scotland	1	NATIONAL/INTERNATIONAL	REMOVE	NOT REQUIRED	Chair has confirmed that Elected Members not required - national organisation, members elect their Board.
Inter-Authorities Standing Group on Gaelic	1	NATIONAL/INTERNATIONAL	REMOVE	NOT ACTIVE	
Mental Health Aberdeen	1	LOCAL	REMOVE	NOT REQUIRED	MHA have confirmed that they do not require Elected Members on their Board
Middlefield Community Project Management Committee	3 (local members)	LOCAL	RETAIN	QUESTIONNAIRE COMPLETED	Observer capacity only, insurance in place but not required for Elected Members, no known liabilities, consistent with ACC aims and strategy - Independent voluntary community project providing opportunities for all ages in the Middlefield area Including creches, pre school education, after school care, special needs play schemes, youth work and information services, adult education and guidance, debt and money advice and health groups.
Mitchell's Hospital Trust	2 (previous composition not known)	TRUST	RETAIN MEANTIME	TO BE WOUND UP	Insurance not known but deemed to be low risk, historic trust, - Mitchell's Hospital is situated in the Chanonry not far from St. Machar's Cathedral in Old Aberdeen. It was founded and endowed in 1801 by David Mitchell, a native of Old Aberdeen. It was set up for the purpose of lodging, clothing and maintaining five widows and five unmarried daughters of Old Aberdeen merchants
Museums Galleries Scotland	1	NATIONAL/INTERNATIONAL	REMOVE	NO REQUIREMENT	Not a requirement of their constitution although an Elected Member may apply to be on their Board.
National Society for Clean Air and Environmental Protection	1	NATIONAL/INTERNATIONAL	CHASE		Does not exist, changed to Environmental Protection UK some time ago. Awaiting response from email and chaser sent to new email address on current website
North East of Scotland Japan Trust	2	TRUST	REMOVE	NO REQUIREMENT	The trustee is a company Limited by Guarantee, Glover House Ltd which has the Head of Economic development as the sole director
North East of Scotland Tourism Partnership (NESTour)	2	LOCAL	REMOVE	NOT ACTIVE	Now Aberdeen City and Aberdeenshire Tourism Company
POLIS	1	NATIONAL/INTERNATIONAL	REMOVE	NO REQUIREMENT	ACC is not member of this organisation.

Royal Scottish National Orchestra	1	NATIONAL/INTERNATIONAL	REMOVE	NOT REQUIRED MEANTIME	RSNO have confirmed that Council membership (attendance at AGM) is dependent on funding. Local Authorities that fund £5k are invited to nominate 1 Elected Member to attend at AGM, and if they fund £10k , they are invited to nominate a 2nd Elected Member. At present, ACC do not fund RSNO, so recommend removal from register meantime until position re funding changes.
Scottish Local Government Against Poverty	2	NATIONAL/INTERNATIONAL	CHASE		letter not delivered - no entry to building. No response to emails sent to address on current website. Website not up to date.