

FINANCE, POLICY AND RESOURCES COMMITTEE

COMMITTEE BUSINESS STATEMENT

20 September 2017

Please note that this statement contains a note of every report which has been instructed for submission to this Committee. All other actions which have been instructed by the Committee are not included, as they are deemed to be operational matters after the point of committee decision. Where a report instructed requires no decision to be made this will be reported in the Committee's information bulletin. Reports which are overdue are shaded.

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead officer(s)/ Service(s)</u>	<u>Report Due</u>	<u>Report Expected (if known)</u>
1.	Finance, Policy and Resources 3/12/15 Article 11	<p><u>Suzunoya Project</u></p> <p>The Committee agreed to award grant funding of £1,500 to support the development of the Aberdeen Pilot of the Suzunoya project, to create an open house that offers residents with dementia the opportunity to socially interact and enjoy healthy eating, by covering the cost of bringing experts on Suzunoya from Japan to Aberdeen; and to report back to the Committee on the progress of the Suzunoya Project on Dementia.</p>	<p>We have two Japanese colleagues and collaborators visiting from the 5th-8th October 2017 Mr Katsuyuki Goto a Healthcare Journalist at Chubu-nippon Broadcasting Co, Ltd and Dementia specialist Yusuke Suzuki, Associate Professor Nagoya University Graduate School of Medicine Vice Director Centre for Community Liaison and Patient Consultation Nagoya University Hospital. In this initial phase we plan to start the discussions and then to use this as a springboard to a larger grant from DAIWA foundation.</p> <p>(Request Removal from the Statement)</p>	None (No Service Involvement)		
2.	Finance, Policy and Resources 19/04/16 article 23	<p><u>Participatory Budgeting</u></p> <p>The Committee resolved to request officers to develop a</p>	<p>A report was approved by the Communities, Housing and Infrastructure committee on 29 August 2017 for Participatory</p>	Neil Carnegie – CH&I		01/02/17

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		Corporate Policy for participatory budgeting and report this to the Committee.	Budgeting during 2017/18 relating to communities and housing service budgets. Work is on-going through Community Planning Aberdeen to develop our PB approach. Further, the outcome of the current Scottish Government consultation on socio-economic duty will need to be considered in our policy development. The 2017/18 PB process, work being done through community planning and the outcome of the socio-economic duty will assist to determine a Council policy for PB.			
3.	Finance, Policy and Resources 19/04/16 article 29	<p><u>FCHJU Fuel Cell Bus Commercialisation Project</u></p> <p>The Committee resolved, amongst other things,</p> <ol style="list-style-type: none"> 1) to instruct the Director of Communities, Housing and Infrastructure to report back to Finance, Policy and Resource Committee with confirmation that external match funding was secured for the project; and 2) to instruct the Director of Communities, 	The Committee considered a report at its meeting on 9 March 2017 and agreed an extension to timescale to allow for confirmation of status of external match funding. Expected close is now 31st October 2017.	Andrew Win/Laura Paterson/Emma Watt – CH&I		30/11/17

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	Communities Housing and Infrastructure 20/01/16 Article 22	<p>Housing and Infrastructure to explore the possibility of increasing the number of buses if match funding could be secured and to report back to the next meeting of the Committee on 7 June 2016 in this regard.</p> <p>At its meeting of 20 January 2016, the Committee agreed amongst other things to instruct officers to present a detailed business case for Aberdeen City Council's participation in the commercialisation project under the proviso that European and external funding sources are secured.</p>				
4.	Finance, Policy and Resources 19/04/16 article 39	<p><u>Report on Lease Issues with ALEOs - His Majesty's Theatre Roof Repair</u></p> <p>The Committee resolved, amongst other things, to request the Director of Communities, Housing and Infrastructure to submit a report regarding the policy in respect of repairs of all</p>	<p>A wider Report is to be incorporated into work on ALEO review and reported in November 2017.</p> <p>(Request Removal from the Statement)</p>	Stephen Booth – CH&I	20/09/16	

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		leased properties.				
5.	Property Sub Committee 02/09/15 article 5	<u>Former Bon Accord Baths Disposal</u> It was agreed to instruct the Head of Land and Property Assets to enter into dialogue with Bon Accord Heritage and report back to this Sub Committee at a future meeting, by 24 May 2016 at the latest, with further detail in relation to their proposals, delivery strategy and timing.	A report on outcome of survey was provided to Council officers on 11 August with presentation by contractor to Council officers and members of Bon Accord Heritage on 17 August 2017. Bon Accord Heritage to review findings of report, prepare they own cost estimates for their proposed development and provide costed business plan and project plan to the Council. Current timescale from Bon Accord Heritage is the end of the year to provide this to the Council. A Report will be brought back to the Committee as soon as this is provided. If anything significant happens in the interim Committee will be advised.	Neil Strachan – CH&I	By 24/05/16	01/02/18
6.	Property Sub Committee 02/09/15 article 9	<u>Ferryhill Engine Shed – Lease</u> It was agreed to note that the Head of Land and Property Assets will report to the Property Sub Committee on 29 March 2016, with details of what the Trust has provided and a recommendation on a way forward.	Heads of Terms have been issued to the group for a long term lease. Awaiting confirmation of agreement to the Heads of Terms. Once agreement is reached a report will be brought back to Committee.	Louisa Ratana-Arporn – CH&I	29/03/16	01/02/18
7.	Property Sub Committee -	<u>Denburn Car Park Site</u>	A joint valuation instruction has been instructed and received. The	Neil Strachan – CH&I	24/05/16	01/02/18

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	17/11/15 (Article 5)	The Sub Committee agreed to instruct the Head of Land and Property Assets to open discussions with NHS Grampian (The Scottish Ministers) over the future of the Denburn car park site and report back to a future meeting of this Committee.	<p>level of value is being discussed with NHS Grampian and they need to decide how they wish to take the transaction forward.</p> <p>NHS Grampian remain in the process of relocating their services from the property.</p> <p>A Report will be brought to Committee at the first available opportunity once agreement has been reached with NHS Grampian on an appropriate course of action.</p>			
8.	Property Sub Committee - 17/11/15 (Article 10)	<p><u>Wallace Tower, Tillydrone</u></p> <p>The Sub Committee agreed to (a) investigate how the potential provision of Community Facilities at and around a redeveloped Wallace Tower will fit into the overall provision of Community Facilities in the Tillydrone area, as envisaged by the CH&I Committee and approved at their meeting on 27 August 2015 (see paragraph 5.12 of the report); and (b) report back to the meeting of this Sub-Committee on 24 May 2016</p>	A report is included within the agenda.	Jim Argo – CH&I	24/05/16	20/09/17

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9.	Finance, Policy & Resources Committee – 07/06/16 Article 25	<u>Service To Deliver Mobility Equipment Hire</u> The Committee resolved, amongst other things, to instruct officers to periodically update the Committee on the progress of Shopmobility in implementing the scheme.	Fleet management Services continue to work with Shopmobility who have selected a vehicle suitable for mobile equipment hire. A report with further detail will follow to Committee in November 2017.	Sandra Howard/Derek McGowan – CH&I	09/03/17	30/11/17
10.	Finance, Policy & Resources Committee – 07/06/16 Article 27	<u>Art Gallery Redevelopment Fundraising</u> The Committee resolved, amongst other things, to note that a further progress report on fundraising would be presented to the Finance, Policy and Resources Committee in November/ December 2016.	This is now included within the Council's quarterly monitoring report to FP&R. Recommended for removal.	Euan Couperwhite/Andrew Jones - ECS		
11.	Finance, Policy & Resources Committee – 20/09/16 Article 26	<u>Property Asset Management Policy and Framework</u> The Committee agreed that a report on the Property Asset Management Strategy be brought to this committee on 8 June 2017.	In light of some pending related work streams proposing transformation a fuller and more appropriate report will be brought to a future committee.	Alastair Reid – CH&I	08/06/17	30/11/17
12.	Finance, Policy & Resources Committee – 20/09/16 Article 28	<u>Review of Bookings and Lettings Procedures in Schools and Learning Centres</u>	This programme is now included within the Transformation programme which will be reported to the Strategic Transformation Committee. Recommended for	Andrew Jones – ECS and Kay Diack - CHI		

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		<p>The Committee agreed:-</p> <p>(1) to instruct officers, in partnership with Sport Aberdeen, to investigate the feasibility and implications of transferring responsibility for administering the bookings and lettings system from Sport Aberdeen to an appropriate team within Aberdeen City Council, and to report their findings and recommendations to Committee in September 2017;</p> <p>(2) to instruct officers, in partnership with Sport Aberdeen, to carry out a detailed analysis of the current charges for bookings and lettings of schools and learning centres, and to report to Committee in February 2017 (now March 2017) with recommendations on any required changes to the scale of charges, to ensure the financial viability of the bookings and lettings system.</p>	removal			
13.	Finance, Policy & Resources Committee (Reconvened)	<u>Strategic Infrastructure Plan – City Centre Living Study</u>	A programme for the study has been delayed due to data collection challenges and action needed to resolve (which has been managed	Scott Davidson – OCE	09/03/17	30/11/17 or 01/02/18

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	– 07/12/16 Article 3	The Committee agreed to approve expenditure of up to £30k to award a contract to Consultants to prepare a City Centre Living study and report progress back to Finance, Policy and Resources Committee in February 2017 (Now March 2017)	through an officer working group). The outcomes of the City Living Study will not be reported to FP&R on 20 September, 2017. It is anticipated that the draft consultant's study will be submitted in September/October. Following review and consideration the outcomes with appropriate recommendations will be reported to FP&R Committee on 30 November 2017 or 1 February 2018 as appropriate.			
14.	Finance, Policy & Resources Committee (Reconvened) – 07/12/16 Article 9	<u>Current Gas Central Heating Maintenance Framework Contract</u> The Committee agreed amongst other things that an update report in relation to the contract be brought back to the Committee on <u>30 November 2017</u>		Colin MacIver – CH&I	30/11/17	30/11/17
15.	Finance, Policy & Resources Committee (Reconvened) – 07/12/16 Article 12	<u>Purchase of Ground at Wellington Road</u> The Committee agreed to:- (1) note the content of the report and agree to instruct officers to confirm to the Scottish Government that the Council no longer wishes to proceed with the purchase of	A report is included within the agenda	Neil Strachan – CH&I		20/09/17

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		<p>this land at a £230,000 valuation but would consider purchasing the land for £1 as an act of goodwill given our £75m contribution towards the AWPR; and</p> <p>(2) instruct officers to report back to the Committee on the Scottish Government's response to the request.</p>				
16.	Council 15/3/17 –	<p><u>Economic Policy Panel</u></p> <p>The Council agreed -</p> <p>(1) to instruct the Chief Executive to undertake a national advertisement with a view to recruiting appropriately qualified members for the Panel, and thereafter to recommend proposed members to the first available Finance, Policy and Resources Committee for its approval; and</p> <p>(2) to agree that the Finance, Policy and Resources Committee shall have due regard to the reports and other work of the Panel</p>	<p>The Council is currently recruiting panel members through a UK-wide campaign. Interviews are slated for the beginning of July 2017, following which a report recommending the appointments will be presented to the Council's Finance, Policy & Resources Committee.</p> <p>A report was considered by full Council in August. Council resolved to approve the appointment of the three preferred candidates to the Panel as outlined in the report and note the immediate working priorities of the Panel; and to agree that the Panel's annual economic report be forwarded to the Scottish Government Council of Economic Advisors who advise Ministers on how best to position Scotland amongst the world's most competitive economies for</p>	Richard Sweetnam/Matthew Lockley – CH&I		

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			<p>information.</p> <p>(Request Removal from the Statement)</p>			
17.	Council 15/3/17 –	<p><u>Union Terrace Gardens</u></p> <p>The Council agreed to instruct the Head of Economic Development to submit a report to the first available Finance, Policy and Resources Committee with recommendations on the preferred contractor from the procurement exercise and the final costs of the scheme.</p>	<p>The planning approval needs to be obtained prior to appointment of contractors authority. As planning approval is sought from PDMC on 7 December 2017 it's not possible for consideration at 30 November 2017 FP&R Committee to consider appointment of contractor, etc. Leaving this to the next FP&R meeting on 1 Feb 2018 introduces delay which could see on-site being delayed until May/June 2018. So, 11 Dec 2017 Council consideration allows the project to move forward efficiently.</p> <p>Officers have proposed that the Planning Development Management Committee will consider the application at its meeting on 7 December 2017, then Full Council on 11 December will consider contractor appointment, programme, etc. Following which they will commence on-site March 2018.</p> <p>(Propose transferring this item to Council Committee Business Statement)</p>	Richard Sweetnam/ Andrew Win/ Tara Gavan – CH&I		

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18.	Finance, Policy and Resources Committee – 09/03/17 (Article 7)	<p><u>Towards a Fairer Aberdeen that Prospers for all 2017-2020</u></p> <p>The Committee agreed to:-</p> <p>(1) request officers to report back to a future Finance Policy and Resources Committee with a corporate framework linked to the Community Planning Partnerships Local Outcome Improvement Plan structure for overseeing the governance, performance and management for tackling poverty and inequalities;</p> <p>(2) request officers to have further discussion with Community Planning partners to identify further actions intended to address health inequalities and report back to Committee for the next cycle;</p> <p>(3) request officers to develop proposals and report back to Committee regarding how ongoing engagement with individuals and groups who are experiencing poverty would be progressed; and</p>	<p>A report is included within the agenda</p> <p>In relation to (1), this should remain on the statement and note that a report is being prepared for the November Committee.</p> <p>In relation to (2), if the report is agreed this action should be removed from the statement.</p> <p>In relation to (3) regarding “options on how ongoing engagement with individuals and groups experiencing poverty will be progressed” this is being incorporated as part of a report on the implementation of the Scottish Governments new Socio- Economic duty is enacted i.e expected report on this will be early 2018.</p> <p>In relation to (4), this will be reported to Committee in November.</p>	Dave Kilgour – CH&I		<p>Item 1 and 4 – 30/11/17</p> <p>Item 3 - 01/02/18</p>

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		(4) note the proposal to pilot school holiday meal provision in 3 primary schools was subject to confirmation that funding was available in the 2017/18 budgets and to evaluate and report back to Committee within 9 months.				
19.	Finance, Policy and Resources Committee – 09/03/17 (Article 15)	<p><u>Enforcement within the Private Rented Housing Sector</u></p> <p>The Committee agreed to instruct the Director of Communities, Housing and Infrastructure to bring a report to a future meeting of the Finance, Policy and Resources Committee outlining the options for enhancing the resources available for enforcement within the private rented housing sector and to draft a business case on how this could be done on a revenue-neutral basis.</p>	A report is included within the agenda	Derek McGowan - CH&I		20/09/17
20.	Finance, Policy and Resources Committee – 09/03/17 (Article 24)	<p><u>City Centre Lighting Strategy and Implementation Plan</u></p> <p>The Committee approved expenditure of up to £75,000 to award a contract to</p>	A creative lighting consultant is being appointed to prepare the City Centre Lighting Strategy and Implementation Plan. As at 31 August, contract being finalised. A provisional inception meeting has been identified for 12 September.	Scott Davidson - OCE		01/02/18

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		consultants to prepare a City Centre Lighting Strategy and Implementation Plan (Aberdeen In Colour) and report progress to Finance, Policy and Resources Committee following completion.	This suggests completion in early January 2018 which will allow a report to be submitted to the February FP&R Committee meeting.			
21.	Finance, Policy and Resources Committee – 09/03/17 (Article 27)	<u>Tall Ships Race</u> The Committee agreed to (1) instruct officers to build £500,000 per annum into the base budget over the next four years to ensure Aberdeen City Council is in the best possible position to apply and hold the Tall Ships Race event in 2022; (2) instruct officers to work with the private sector and others to lever in private sector finance to meet at least 25% of any costs associated with the Tall Ship Race coming to Aberdeen in 2022; (3) take back a report to the Committee to include financial implications in six months' time.	A report is included within the agenda.	Dawn Schultz - CHI	20/09/17	
22.	Finance, Policy and Resources Committee –	<u>Middlefield/Northfield Travel Routes</u> –	A report is included within the agenda	Bill Watson – CH&I		20/09/17

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	09/03/17 (Article 40)	The Committee agreed that, if the application to Sustrans results in a provisional offer, then officers are instructed to report back to a future Committee on the next steps required to deliver the improved active travel routes across Heathryfold Park and the connections to Auchmill Road and Provost Rust Drive.				
23.	Finance, Policy and Resources Committee – 09/03/17 (Article 43)	<u>Furniture Storage and Removals and Domestic Furniture and Furnishings</u> The Committee agreed to instruct officers to report to Committee by December 2017 with an options appraisal for charging customers for the storage and removal of furniture.		Graeme Gardner – CH&I	30/11/17	
24.	Finance, Policy and Resources Committee – 09/03/17 (Article 47)	<u>Sports Provision Across the City</u> The Committee agreed to instruct the Head of Policy, Performance and Resources to undertake a review of sports provision across the city, taking cognisance of existing organisations providing sports facilities and present an integrated sports	Work continues to progress on the provision of sport across the city and is still on target to be reported to Committee in November.	Euan Couperwhite – E&CS	30/11/17	

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		strategy to this committee later in the year.				
25.	Finance, Policy and Resources Committee – 09/03/17 (Article 51)	<p><u>87-93 Union Street and 1-6 Market Street</u></p> <p>The Committee agreed that the Head of Land and Property Assets is instructed to do the following -</p> <p>(1) advise the site owners that the investment ground lease model is one the Council are not prepared to take forward at this stage; and</p> <p>(2) continue dialogue with the owners to identify alternative mechanisms to allow a redevelopment of the site to be progressed, including a purchase by the Council, to meet the wider objectives of the city centre masterplan. The outcome of these discussions should be brought to a future meeting of this committee.</p>	Discussions continue on other options for the site.	Stephen Booth – CH&I		30/11/17
26.	Communities, Housing and Infrastructure Committee – 24/05/17	<p><u>Development of Service Level Agreements (Equalities)</u></p> <p>The CH&I Committee agreed to instruct officers to report to Finance Policy and</p>	A report is included within the agenda.	Sandra Howard – CH&I		

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		Resources Committee by March 2019 with an Equalities grant funding plan to assist the council in the delivery of its Equality Outcomes and in mainstreaming equality with new service specifications				
27.	Council 21/06/17 –	<p><u>Site at Beach Esplanade/King Street</u></p> <p>The Finance, Policy and Resources Committee agreed to approve the minute subject to amending Article 5(iii) to read ‘that in relation to item 22 (Site at Beach Esplanade/King Street), to instruct officers to take forward the full Council resolution on 16 December 2015 with the founding trustees of the Aberdeen Islamic Charitable Trust and to report back to Council on progress at the meeting on 21 June 2017.</p> <p>The Council resolution of 16 December 2015 (Article 26) was as follows:-</p> <p>1) to confirm that it is still the intention of the Council to see the site developed as a</p>	<p>As a result of the decision at full Council of 16 December 2015, a subsequent meeting was held with the Aberdeen Islamic Charitable Trust (AICT) to discuss terms on the possible transfer and development of the site identified as OP85 on the Local Development Plan.</p> <p>Terms are in the process of being discussed to offer ACIT a development lease subject to a long stop date in order to appraise the feasibility of their project before a ground lease will be realised.</p> <p>The details of the final proposal will require further approval from the Finance, Policy and Resources Committee which will aim to be reported at its meeting on 30 November 2017.</p> <p>However this will be dependent on AICT responding to the Heads of Terms which have been issued for</p>	Stephen Booth - CH&I	30/11/17	

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		<p>Mosque and Islamic Centre; and</p> <p>2) to instruct the Head of Land and Property Assets to continue the dialogue with the Muslim Community to progress the development of a Mosque and Islamic Centre, taking account of all previous correspondence and Council decisions and report to the Property Sub Committee in June 2016.</p> <p>Council agreed that item 4 (OP85 - King Street/Beach Esplanade), be transferred back to the Finance, Policy and Resources Committee Business Statement with a due date of 30 November 2017.</p>	the lease.			
28.	Council 21/06/17 –	<p><u>Bus Service Options</u></p> <p>The Council agreed to instruct the Interim Director of Communities, Housing and Infrastructure to report to the</p>	A report is included within the agenda.	Bernadette Marjoram – CH&I	20/09/17	20/09/17

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		Finance, Policy and Resources Committee in September 2017 with options for dealing with gaps in the public transport network, where a need has been identified and for a decision to be made;				
29.	Council – 21/06/17	<u>Aberdeen City – Residential Nursing Home Provision</u> (1) to agree in principle to purchase Kingsmead Nursing Home, subject to the Integration Joint Board agreeing to cover the capital financing costs and the running costs of the Nursing Home; and (2) to note that further updates would be provided to the Finance, Policy and Resources Committee as the options identified in Appendix 1 progressed.	This matter was dealt with by Council as part of the quarterly monitoring report. Recommended for removal.	Tom Cowan/Kay Dunn – H&SCP		
30.	Finance Policy and Resources Committee – 29/06/17 Article 20	<u>Non-Domestic Rates Relief Options</u> The Committee agreed to note the Scottish Government set up the Barclay review group to make recommendations that seek to enhance and reform the	The findings from the Barclay Review have now been published and this will be reported to FP&R in November.	Jamie Coventry – CH&I		30/11/17

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		business rates system in Scotland to better support business growth and long term investment and reflect changing marketplaces which is due to report to Ministers in July 2017 and to instruct the Chief Executive to bring forward that report once published thereafter to the first available Finance Policy and Resources Committee				
31.	Finance Policy and Resources Committee – 29/06/17 Article 23	<p><u>Joint Venture Proposal with Hunchbuzz</u></p> <p>The Committee agreed to (1) instruct the head of IT and Transformation to prepare a report on the IT transformation strategy for schools, highlighting how this project aligns with the overall IT strategy and timetable, reporting back to the next Finance Policy & Resource Committee on 20 September 2017; and (2) that officers arrange a workshop for members to showcase the project one hour before the next meeting of the Committee on 20 September 2017.</p>	This programme is now included within the Transformation programme which will be reported to the Strategic Transformation Committee. Recommended for removal	Zoe Evans – CG	20/09/17	

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32.	Finance Policy and Resources Committee – 29/06/17 Article 27	<p><u>Nelson Street Pavilion</u></p> <p>The Committee agreed to instruct the Head of Land and Property Assets to bring a further Report in relation to the property, Nelson Street Pavilion and Playing Fields, to the next meeting of the committee to include further analysis of the offers received, including a formal planning commentary on the site and potential uses; appropriate and deliverable on the site, the wider community benefits that could be delivered by the various offers and the likely scale of developers contributions based on the offers submitted. This should also include further commentary on the risk in delivery of each offer</p>	A report is included within the agenda.	Cate Armstrong/ Louisa Ratana- Arprom – CH&I	20/09/17	