

**FINANCE AND RESOURCES COMMITTEE**

**COMMITTEE BUSINESS**

**JUNE, 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.	<b>Update:</b> The Draft Planning Brief will be considered by the Development Management Sub Committee on 17 June, 2010.  <b>A report will therefore be submitted to the next meeting of this Committee.</b>	Head of Asset Management and Operations		28/09/10
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> Detailed discussions on all the issues are ongoing with NHS Grampian, whose project has been identified as a pathfinder for the hub initiative. At the present time officers are discussing the exact time lines for NHS Grampian's proposals, as well as awaiting details of the proposed multi-storey car park.	Head of Asset Management and Operations	<b>07/01/09</b>	28/09/10
3.	Resources Management Committee	<b><u>Summerhill Education Centre</u></b>  A progress report on the whole matter	<b>A report is on the agenda at item 13.12.</b>	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.				
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.	<b>A report is on the agenda at item 5.2.</b>  <b>Recommended for removal.</b>	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.	<b>A report is on the agenda at item 13.3.</b>  <b>Recommended for removal.</b>	Head of Asset Management and Operations	<b>28/01/10</b>	17/06/10
6.	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	<b>Update:</b> To assist with further negotiations, updated valuation advice has been requested.	Head of Asset Management and Operations	28/09/10	

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		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.				
7.	Finance & Resources Committee 12/11/09 article 35 & 11/03/10 article 34	<p><b><u>St Nicholas House Site</u></b></p> <p>At its meeting of 11/05/10 the Committee resolved to request that the Head of Legal and Democratic Services contact the Standards Commission in relation (1) to the leaking of the report; and (2) to the conduct of those Councillors who declined to be interviewed by the Monitoring Officer on the leaking of the report, and for Mrs MacEachran to seek the advice of the Standards Commission as to whether it would be appropriate for them to investigate these matters.</p>	<p><b>A verbal update will be provided at item 12.1 of the agenda.</b></p>	Head of Legal and Democratic Services	17/06/10	
8.	Finance & Resources Committee 12/11/09 article 40	<p><b><u>Non Housing Capital Project – Evaluation of Contractors’ Performance</u></b></p> <p>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.</p>	<p><b>Update:</b> Since the report, one of the contractors has been unsuccessful in all of the tenders that they have submitted. The second contractor referred to in the aforementioned report has carried out one minor project in the intervening period. This project was of such a minor nature that it would be unreasonable to use it as an indicator as to whether they had</p>	Head of Asset Management and Operations	02/12/10	

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			fully addressed the previously highlighted shortcomings in their performance. As a result, the performance of both of these contractors will continue to be monitored as and when they are successful in the tender process.			
9.	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 development of the Loirston Loch area and that this matter be reported back to a future Committee meeting.	<b>Update:</b> Detailed discussions are still continuing with the adjoining land owner. The discussions are dependent upon the extent of the developable land that may be released as a result of the emerging Local Plan. It is anticipated that a report detailing the current progress of these discussions will be submitted to the next Committee meeting.	Head of Asset Management and Operations	<b>06/05/10</b>	28/09/10
10	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.	<b>The terms of this resolution are explored within the report on Employment Costs at item 14.1 of the agenda.</b>  <b>Recommended for removal.</b>	Head of Human Resources	<b>17/06/10</b>	
11	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	<b>Update:</b> This pilot is still ongoing.  <b>A report will be submitted next cycle.</b>	Head of Human Resources and Organisational Development	<b>11/03/10</b>	28/09/10

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		be assessed for impact, including a cost benefit analysis; and a report submitted to this Committee once this evaluation has been completed.				
12	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 meeting.	<b>A report is on the agenda at item 13.6.</b>  <b>Recommended for removal.</b>	Head of Asset Management and Operations	17/06/10	
13	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.	<b>A report is on the agenda at item 13.8.</b>  <b>Recommended for removal.</b>	Head of Asset Management and Operations	17/06/10	
14	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.	<b>Update:</b> Property currently being advertised by the Council's agent, Ryden. Dependent upon the result of this, a Bulletin Report will be prepared for the next appropriate committee meeting.	Head of Asset Management and Operations	<b>06/05/10</b>	28/09/10

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15	<p>Finance &amp; Resources Committee 28/01/10 article 2</p> <p>Finance &amp; Resources Committee 11/03/10 article 31</p> <p>Finance &amp; Resources Committee 11/05/10 article tbc</p>	<p><b><u>CAB – Debt Advice Service</u></b></p> <p><b>(A)</b> At its meeting of 11/03/10 the Committee resolved:- 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.</p> <p><b>(B)</b> At its meeting of 11/05/10, the Committee resolved: to instruct the Director of Housing and Environment to report back to this Committee at the next cycle recommending the most appropriate way forward for the procurement of debt counselling and associated services currently provided by the Citizens' Advice Bureau, having regard to best value, the legal constraints regarding procurement of services and the Council's power to advance wellbeing under the Local Government (Scotland) Act 2003;.</p>	<p><b>A report is on the agenda at item 11.3.</b></p> <p><b>Resolution (B) recommended for removal.</b></p>	<p>Director of Housing and Environment</p>	<p>resolution (A) every cycle</p> <p>resolution (B) 17/06/10</p>	
16	<p>Finance &amp; Resources Committee 28/01/10 article 13</p>	<p><b><u>Altens Community Centre and Dyce (Carnegie Hall) Community Centre – Remedial Works</u></b></p> <p>The Committee resolved:- that appropriate officers be requested to undertake consultation with the community groups concerned in order to ascertain</p>	<p>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</p>	<p>Director of Education, Culture and Sport</p>	<p><b>17/06/10</b></p>	

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		whether the funding identified is actually required and to report back to the Committee thereon in due course.	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 received.			
17	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>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> <p><b>The Director of Social Care and Wellbeing has requested that this item be removed from the list.</b></p>	Director of Social Care and Wellbeing	<b>06/05/10</b>	

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18	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 to future meetings of this Committee.</p>	<p><b>A report is on the agenda at item 13.11.</b></p> <p><b>Recommended for removal.</b></p>	Economic/ Business Development Project Director	<b>06/05/10</b>	
19	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>Resources and suitable training are being identified to ensure whole life costing and option appraisals are being completed for each business case.</p> <p>All service management teams to be advised of new proposals in place and all identified support where required.</p> <p>All existing projects will also be reviewed to ensure consistency.</p>	Head of Asset Management and Operations	28/09/10	
20	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</p>	<p><b>Update:</b></p> <p>An update was provided in the Information Bulletin last cycle, and a further Bulletin Report will be submitted to the next Committee for those properties which are not included on the agenda.</p>	Head of Asset Management and Operations	<b>17/06/10</b>	28/09/10



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		<p>at Ruthrieston Road, and to submit a further report to the appropriate meeting of this Committee in due course detailing the results of the marketing; and</p> <p>(iii) to authorise the Head of Resources Development and Delivery to enter into 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 and to report back to this in due course on the outcome.</p>				
2	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</p>	A report was presented last cycle, recommended for removal.	Head of Asset Management and Operations	06/05/10	

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		<p>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 (i) and/or (ii) above,</b></p>				
22	Finance & Resources Committee 28/01/10 article 40	<p><b><u>Pinewood/Hazledene</u></b></p> <p>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.</p>		Head of Asset Management and Operations	<b>06/05/10</b>	17/06/10
23	Education, Culture and Sport Committee 18/02/10 article 25	<p><b><u>Essential Car User Scheme</u></b></p> <p>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.</p>	<p><b>Update:</b> This issue was reported to the Corporate Management Team on 13 May, 2010. It was decided that the Chief Executive and Director of Corporate Governance would take the matter forward in conjunction with colleagues in HR. The position will then be reported to Committee.</p>	Head of Human Resources and Organisational Development	<b>17/06/10</b>	

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24	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 <b>on the outcome of a review of employment costs;</b> 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>	<p><b>A report is on the agenda at item 14.1.</b></p> <p><b>Recommended for removal.</b></p>	Head of Human Resources and Organisational Development	17/06/10	

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25	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	
26	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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27	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	
28	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>	<p><b>A report is on the agenda at item 7.2.</b></p> <p><b>Recommended for removal.</b></p>	Head of Human Resources and Organisational Development	17/06/10	

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29	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 13.2.</b>	Director of Corporate Governance	Every cycle	
30	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.		Head of Asset Management and Operations	28/09/10	
31	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 13.1 of the agenda.</b>	Director of Enterprise, Planning and Infrastructure	Every cycle	
32	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		Head of Environmental Services	28/09/10	

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		Greenspace for funding in 2010/11 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.				
33	Finance & Resources Committee 11/03/10 article 40	<b><u>Frederick Street (First and Second Floors)</u></b>  The Committee resolved:- that it be remitted to the Director of Corporate Governance to prepare a report on the introduction of a <b>quality/price basis for assessment and award of competitive tenders.</b>	<b>A report is on the agenda at item 9.1.</b>  <b>Recommended for removal.</b>	Director of Corporate Governance	28/09/10	
34	Corporate Policy and Performance Committee 29/04/10 article 5	<b><u>Financial and Performance Monitoring and Reporting to Committee</u></b>  The Committee resolved:- (i) that all Service Committees be asked to consider and agree discretionary statutory indicators for 2010/11 which appropriately address the requirements of "New SPIs 1 and 2", as detailed in the report; (ii) that all Service Committees	<b>Update:-</b>  The following has been proposed by the Director of Corporate Governance:  Meeting of 28 September, 2010 - performance report to be submitted for April to July; financial reporting April to August.  Meeting of 2 December, 2010 -	Director of Corporate Governance		

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		<p>receive a consolidated Service performance report 4 times per year which monitors, as appropriate:-</p> <ul style="list-style-type: none"> <li>• all Statutory Performance Indicators which fall within the committee's remit;</li> <li>• other Key Performance Indicators which the Service and / or the Committee deem necessary to manage performance;</li> <li>• specifically, data showing actual and projected expenditure on revenue and capital budgets, as well as delivery of agreed savings;</li> <li>• progress with actions set out in the relevant Service Business Plan; and</li> <li>• the relevant Service Risk Register.</li> </ul>	<p>performance report to end October.</p> <p><b>Recommended for removal.</b></p>			
35	Finance & Resources Committee 11/05/10 article tbc	<p><b><u>Creation of a Human Resources Service Centre</u></b></p> <p>The Committee resolved: to instruct that the structural implications are reported to Committee as soon as is practicable, including details of the transfer of staffing posts from all five services.</p>		Head of HR and Organisational Development	28/09/10	



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36	Finance & Resources Committee 11/05/10 article tbc	<p><b><u>Leadside Hall – Future Use</u></b></p> <p>The Committee resolved: that the Head of Asset Management and Operations be authorised to arrange for the combined site to be advertised for sale on the open market and to submit a further report to the appropriate meeting of this Committee in due course, detailing the outcome of the marketing exercise and including the appropriate financial and legal advice.</p>		Head of Asset Management and Operations	02/12/10	
37	Finance & Resources Committee 11/05/10 article tbc	<p><b><u>Station House Media Unit</u></b></p> <p>The Committee resolved: that appropriate officers be instructed to report again to the Committee on the future management, maintenance and operation of the adjacent car parking area which is not to be included within the subjects leased.</p>		Head of Asset Management and Operations	02/12/10	
38	Finance & Resources Committee 11/05/10 article tbc	<p><b><u>Granitehill Site</u></b></p> <p>The Committee resolved: to instruct the Head of Asset Management and Operations to (i) progress preliminary design and costing of the redevelopment of the site at Granitehill for Council purpose in anticipation of submitting a bid to the Non Housing</p>		Head of Asset Management and Operations	02/12/10	

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		Capital Plan appraisal process for 2011/12, and (ii) maintain a watching brief on market conditions and report back as and when exposure of the site to the market might yield a favourable outcome.				