

## ABERDEEN CITY COUNCIL

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<b>COMMITTEE</b>	Council
<b>DATE</b>	17 December 2018
<b>REPORT TITLE</b>	Appointment of Substitute Member to the Board of Visit Aberdeenshire
<b>REPORT NUMBER</b>	GOV/18/304
<b>CHIEF OFFICER</b>	Fraser Bell
<b>REPORT AUTHOR</b>	Martyn Orchard
<b>TERMS OF REFERENCE</b>	Introduction - 6

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### 1. PURPOSE OF REPORT

- 1.1 To seek a nomination to the Visit Aberdeenshire Board for a substitute Aberdeen City Council member.

### 2. RECOMMENDATION

That Council:-

- 2.1 nominate one substitute member to be appointed to the Visit Aberdeenshire Board as the Aberdeen City Council named substitute.

### 3. BACKGROUND

- 3.1 Following the meeting of the Urgent Business Committee of 3 July 2017, Councillor Laing was appointed as the Council's representative on the Visit Aberdeenshire Board and continues to act in that capacity.
- 3.2 Visit Aberdeenshire have since advised that any substitute member at their Board meetings has to be a named substitute, as they do not want substitutes to be able to attend informally, or to potentially have different substitutes attending from one meeting to the next.
- 3.3 Visit Aberdeenshire Board meetings take place on a quarterly basis, with the next meeting due to be held on 28 January 2019.
- 3.4 Visit Aberdeenshire therefore seek one nomination for a substitute member; the substitute member will only be able to participate in the absence of the substantive member.

#### 4. FINANCIAL IMPLICATIONS

4.1 There are no direct financial implications arising from the recommendation of this report.

#### 5. LEGAL IMPLICATIONS

5.1 There are no direct legal implications arising from the recommendation of this report; the request is in line with Visit Aberdeenshire's Articles of Association.

#### 6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
<b>Financial</b>	None	N/A	N/A
<b>Legal</b>	None	N/A	N/A
<b>Employee</b>	None	N/A	N/A
<b>Customer</b>	None	N/A	N/A
<b>Environment</b>	None	N/A	N/A
<b>Technology</b>	None	N/A	N/A
<b>Reputational</b>	There could be minor reputational damage if the Council did not nominate a substitute member and the substantive member was unable to attend meetings, resulting in the Council not being represented at Board meetings.	L	Nomination of a named substitute to the Board.

#### 7. OUTCOMES

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Partnerships and Alliances</b>	Membership of the Visit Aberdeenshire Board involves the Council representative working alongside representatives from the public and

	private sectors, including Aberdeenshire Council. Appointment of a substitute member will minimise the likelihood of Aberdeen City Council not being represented at Board meetings and therefore not having a voice in terms of such partnerships and alliances.
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## 8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	Not required
Privacy Impact Assessment	Not required
Duty of Due Regard / Fairer Scotland Duty	Not applicable

## 9. BACKGROUND PAPERS

None.

## 10. APPENDICES

None.

## 11. REPORT AUTHOR CONTACT DETAILS

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