

Appendix 1 - Required Maintenance Costs per Service

Service	Total	Total GIFA	Cost per Sqm	Total as %	Property Grouping	Required Maintenance Per Grouping
Corporate Governance	£181,490	1878	£97	0.22	Depots/Stores/Workshops	£0
					Offices	£181,490
Education Culture & Sport	£68,710,816	408122	£168	83.36	Community Centres	£5,528,786
					Depots/Stores/Workshops	£555,200
					Education non-schools	£362,255
					Leisure Facilities	£5,013,200
					Aberdeen Performing Arts	£1,435,080
					Libraries	£685,375
					Museums & Galleries	£1,132,875
					Offices	£12,000
					Schools	£52,977,620
					Sport Aberdeen	£870,725
					Remaining Sports Facilities	£137,700
Enterprise Planning & Infrastructure	£7,565,350	65943	£115	9.18	Depots/Stores/Workshops	£219,785
					Multi-Storey Car Parks	£1,233,260
					Offices	£6,112,305
Housing & Environment	£4,015,118	25275	£159	4.87	Crematoria	£10,950
					Depots/Stores/Workshops	£3,207,325
					Homes/Hostels/Day Care	£113,720
					Offices	£557,983
					Public Conveniences	£125,140
Social Care & Wellbeing	£1,953,885	28469	£69	2.37	Community Centres	£35,165
					Depots/Stores/Workshops	£344,400
					Homes/Hostels/Day Care	£1,188,715
					Offices	£385,605
	£82,426,659	529687	£156	100		£82,426,659

Appendix 2 - Operational Properties Aligned to Services

PROPERTY NAME	ADDRESS		POSTCODE	UPRN	PROPERTY TYPE	STATUS
CHAPEL STREET MULTI-STOREY CAR PARK	CHAPEL STREET		AB10 1SS	9051121584	CAR PARK (MULTI-STOR	OPERATIONAL
WEST NORTH STREET MULTI-STOREY CAR PARK	MULTI-STOREY CAR PARK	WEST NORTH STREET	AB25 1DQ	9051311662	CAR PARK (MULTI-STOR	OPERATIONAL
DENBURN MULTI-STOREY CAR PARK	SPA STREET		AB25 1QB	9051311584	CAR PARK (MULTI-STOR	OPERATIONAL
THE BUSH PETERCULTER ROADS DEPOT	THE BUSH DEPOT	CULTER	AB14 0UX	9051001420	DEPOT	OPERATIONAL
CAR PARK WARDENS OFFICES/WORKSHOP	54 FREDERICK STREET		AB24 5HY	9051312942	OFFICE	OPERATIONAL
OFFICE 54 FREDERICK STREET	54 FREDERICK STREET		AB24 5HY	9051084292	OFFICE	OPERATIONAL
KING STREET, 27/29 SUITE 7A, 08A & 8B	ARCHIBALD SIMPSON HOUSE	27/29 KING STREET	AB24 5AA	Input Required	OFFICE	OPERATIONAL
PARK AND RIDE BRIDGE OF DON	EXHIBITION AVENUE	PARKWAY EAST BRIDGE	AB23 8BL	9051312765	OFFICE	OPERATIONAL
PARK AND RIDE - KINGSWELLS	BUILDING AND LAND	PARK AND RIDE	AB15 8PJ	9051312766	OFFICE	OPERATIONAL
FORMER LIGHTING DEPOT BANKHEAD AVENUE	FORMER LIGHTING GARAGE	BANKHEAD AVENUE	AB21 9HB	9051313155	DEPOT	OPERATIONAL
DEPOT BUCKSBURN (FORMER LIGHTING)	BANKHEAD AVENUE	BANKHEAD	AB21 9HB	9051119639	DEPOT	OPERATIONAL
SITE 33 (TULLOS DEPOT) CRAIGSHAW CRESCENT	DEPOT	CRAIGSHAW CRESCENT	AB12 3AN	9051077077	DEPOT	OPERATIONAL
GARLOGIE STORE	DEPOT		AB32 6SX	151108885	DEPOT	OPERATIONAL
COUNCIL OFFICE (TOWN HOUSE)	TOWN HOUSE	CASTLE STREET	AB11 5BQ	9051310235	OFFICE	OPERATIONAL
TOWN HOUSE	CASTLE STREET		AB10 1BD	9051313203	OFFICE	OPERATIONAL
OFFICES (UPPER FLOORS) 74-76 SPRING GAR	74-76 SPRING GARDENS		AB25 1GN	9051312389	OFFICE	OPERATIONAL
OLD ABERDEEN HOUSE	OLD ABERDEEN HOUSE	DUNBAR STREET	AB24 3UJ	9051089752	OFFICE	OPERATIONAL
CROWN HOUSE	CROWN STREET		AB11 6HA	9051062470	OFFICE	OPERATIONAL
SUMMERHILL EDUCATION CENTRE	STRONSAY DRIVE	MASTRICK	AB15 6JA	9051020056	COMMUNITY EDUCATIO	OPERATIONAL
ST NICHOLAS HOUSE	ST NICHOLAS HOUSE	BROAD STREET	AB10 1BW	9051312764	OFFICE	OPERATIONAL
WOODHILL HOUSE RCC BUILDING ONLY	WESTBURN ROAD		AB16 5GA	9051312847	OFFICE	OPERATIONAL
BALGOWNIE 1 ABERDEEN CITY COUNCIL	BALGOWNIE 1	CONFERENCE WAY	AB23 8AQ	9051312691	OFFICE	OPERATIONAL
MARISCHAL COLLEGE	MARISCHAL COLLEGE	BROAD STREET	AB10 1AP	9051310464	OFFICE	VACANT (OPERATIONAL)
OFFICES (UPPER FLOORS) 74-76 SPRING GAR	74-76 SPRING GARDENS		AB25 1GN	9051312389	OFFICE	OPERATIONAL
FREDERICK ST B.C.	FREDERICK STREET B.C.	FREDERICK STREET	AB24 1HY		BUSINESS CENTRE	VACANT (OPERATIONAL)

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PROPERTY NAME	ADDRESS		POSTCODE	UPRN	PROPERTY TYPE	STATUS
CREMATORIUM (JESSIEFIELD)	SKENE ROAD		AB15 8PJ	9051124415	CREMATORIUM	OPERATIONAL
DUTHIE PARK WORKSHOPS	DUTHIE PARK WORKSHOPS	DUTHIE PARK, POLMUIR	AB11 7WE	9051312698	DEPOT	OPERATIONAL
BUILDING & WORKS DEPOT AUCHINYELL TCE	BUILDING & WORKS DEPOT	AUCHINYELL TERRACE	AB10 7DT	9051028910	DEPOT	OPERATIONAL
DEPOT CAIRNWELL DRIVE	DEPOT CAIRNWELL DRIVE	MASTRICK	AB16 5ND	9051021846	DEPOT	OPERATIONAL
BUILDING & WORKS DEPOT MANSEFIELD PLACE	BUILDING & WORKS DEPOT	MANSEFIELD PLACE	AB11 8JU	9051092466	DEPOT	OPERATIONAL
BUILDING & WORKS DEPOT MARCHBURN CRES	BUILDING & WORKS DEPOT	MARCHBURN CRESCENT	AB16 7NJ	9051024611	DEPOT	OPERATIONAL
BUILDING & WORKS DEPOT MIDDLEFIELD PLACE	BUILDING & WORKS DEPOT	MIDDLEFIELD PLACE	AB24 4PB	9051037405	DEPOT	OPERATIONAL
B & W DEPOT SILLERTON LANE	BUILDING & WORKS DEPOT	SILLERTON LANE, KINCOPOL	AB12 5DF	9051310805	DEPOT	OPERATIONAL
BUILDING & WORKS DEPOT SCHOOL ROAD	BUILDING & WORKS DEPOT	SCHOOL ROAD	AB24 1TU	9051312027	DEPOT	OPERATIONAL
CLEANSING DEPOT SILLERTON LANE	CLEANSING DEPOT	SILLERTON LANE	AB12 5DF	9051054751	DEPOT	OPERATIONAL
CLEANSING SUB DEPOT GILCOMSTON LAND, MINISTER LAND	CLEANSING SUB DEPOT	GILCOMSTON LAND	AB10 1TA	9051312240	STORE	OPERATIONAL
CLEANSING SUB DEPOT SPA STREET	CLEANSING SUB DEPOT	SPA STREET	AB25 1QB	9051312863	DEPOT	OPERATIONAL
CLEANSING SUB DEPOT VICTORIA STREET	CLEANSING SUB DEPOT	VICTORIA STREET	AB21 7BJ	9051312399	DEPOT	OPERATIONAL
CLEANSING SUB-DEPOT	WEST NORTH STREET		AB25 1DQ	9051312395	STORE	OPERATIONAL
NORTH LOIRSTON FARM	NORTH LOIRSTON FARM	BOTHY/TOOLSHEDE/STABLES	AB12 3LJ	9051312038	DEPOT	OPERATIONAL
JOHNSTON GARDENS	JOHNSTON GARDENS	BOTHY/TOOLSHEDE	AB15 7XG	9051312037	DEPOT	OPERATIONAL
HAZLEHEAD DEPOT	HAZLEHEAD DEPOT	BOTHIES/OUTHOUSE/STABLES	AB15 8BJ	9051312695	DEPOT	OPERATIONAL
HAZLEHEAD CREMATORIUM DEPOT	HAZLEHEAD CREMATORIUM	BOTHY/TOILET/SHED/YARD	AB15 8PT	9051312383	DEPOT	OPERATIONAL
ST PETER'S CEMETERY, KING STREET	ST PETER'S CEMETERY,	KING STREET	AB24 3BX	9051312901	DEPOT	OPERATIONAL
LINKSFIELD DEPOT GOLF ROAD	LINKSFIELD DEPOT, GOLF ROAD	BOTHY/TOILET/STORES	AB24 5QA	9051317156	DEPOT	OPERATIONAL
TRINITY CEMETERY, ERROLL STREET	TRINITY CEMETERY	ERROLL STREET	AB24 5PP	9051312779	DEPOT	OPERATIONAL
HILTON SPORTS CENTRE, HILTON DRIVE	HILTON SPORTS CENTRE	HILTON DRIVE	AB24 4ND	9051312121	STORE	OPERATIONAL
STEWART PARK ANDERSON ROAD	STEWART PARK ANDERSON ROAD	BOTHY/TOILET/TOOLSHEDE	AB24 4NZ	9051312852	DEPOT	OPERATIONAL
GROVE CEMETERY, MUGIEMOSS ROAD	GROVE CEMETERY, MUGIEMOSS ROAD	BOTHY/GARAGE/TOILET	AB21 9NP	9051312778	DEPOT	OPERATIONAL
BANKHEAD AVENUE	BANKHEAD AVENUE	GARAGE/TOILET/BOTHY	AB21 9EG	9051313208	DEPOT	OPERATIONAL
SPRINGHILL FARM	SPRINGHILL FARM, SPRINGHILL	BOTHY/SHEDS/GARAGE	AB21 9SR	9051119804	DEPOT	OPERATIONAL
NEWHILLS CHURCHYARD CEMETERY	KINGSWELLS TO TYREBURN	NEWHILLS	AB21 9SQ	9051312968	DEPOT	OPERATIONAL
SEATON PARK DON STREET	SEATON PARK, DON STREET	BOTHY/TOOLSHEDE	AB24 1RQ	9051311610	DEPOT	OPERATIONAL
NELLFIELD CEMETERY, GREAT WESTERN ROAD	NELLFIELD CEMETERY	GREAT WESTERN ROAD	AB10 6DH	9051312849	DEPOT	OPERATIONAL
DEPOT, UNION TERRACE GARDENS	UNION TERRACE GARDENS	BOTHY/TOOLSHEDE/TOILET	AB10 1NN	9051312402	DEPOT	OPERATIONAL
RUTHRIESTON OUTDOOR SPORTS CENTRE DEPOT	RUTHRIESTON SPORTS CENTRE	PITSTRUAN TERRACE	AB10 6QU	9051312408	DEPOT	OPERATIONAL
ALBURY SPORTS CENTRE	OFFICE/BOTHY/TOOLSHEDE	ALBURY SPORTS CENTRE	AB11 6TN	9051312853	STORE	OPERATIONAL
DEPOT WESTBURN PARK WESTBURN ROAD	BOTHY/SHEDS/GARAGES	WESTBURN PARK, WESTBURN ROAD	AB25 3DE	9051312394	DEPOT	OPERATIONAL
VICTORIA PARK, WATSON STREET	VICTORIA PARK,	WATSON STREET	AB25 2QB	9051312780	DEPOT	OPERATIONAL

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PROPERTY NAME	ADDRESS		POSTCODE	UPRN	PROPERTY TYPE	STATUS
STORE	44 - 56 PORTAL CRESCENT		AB24 2SP	9051313205	DEPOT	OPERATIONAL
DEPOT SHARED, DENMORE GARDENS	DENMORE GARDENS	BRIDGE OF DON	AB22 8LQ	9051089904	DEPOT	OPERATIONAL
ACCOMMODATION ASSESSMENT UNIT, 77/79 BON-ACCORD STREET	ACCOMMODATION ASSESSMENT UNIT, 77-79 BON-ACCORD STREET		AB11 6ED	9051312807	HOSTEL	OPERATIONAL
HOSTEL (ACCOMMODATION ASSESSMENT UNIT)	95 BON-ACCORD STREET		AB11 6ED	9051061879	HOSTEL	OPERATIONAL
165/167 CROWN STREET ACCOMMODATION ASSESSMENT UNIT	165 / 167 CROWN STREET	ACCOMMODATION ASSESSMENT UNIT	AB11 6HT	9051312806	HOSTEL	OPERATIONAL
MORTUARY	QUEEN STREET		AB10 1AN	9051312406	MORTUARY	OPERATIONAL
MASTRICK HOUSING OFFICE	SPEY ROAD	MASTRICK	AB16 6SF	9051024522	OFFICE	OPERATIONAL
LOGIE HOUSING OFFICE	2A LOGIE PLACE	MIDDLEFIELD	AB16 7TP	9051036805	OFFICE	OPERATIONAL
LOCAL HOUSING OFFICE 20A SANDILANDS DRIVE	20A SANDILANDS DRIVE		AB24 2QA	9051050599	OFFICE	OPERATIONAL
LOCAL HOUSING OFFICE 37A BEDFORD AVENUE	37A BEDFORD AVENUE	TILLYDRONE	AB24 3YN	9051073655	DEPOT	OPERATIONAL
TILLYDRONE HOUSING OFFICE	FORMARTINE ROAD		AB24 2OX	9051073072	OFFICE	OPERATIONAL
COUNCIL OFFICE ESTATE CARETAKER'S OFFICE	27B SANDILANDS DRIVE		AB24 2QE	9051050719	DEPOT	OPERATIONAL
COUNCIL OFFICE ESTATE CARETAKER'S OFFICE	20A LOGIE AVENUE		AB24 7TS	9051038071	DEPOT	OPERATIONAL
PUBLIC CONVENIENCE MULTI-STOREY CAR PARK	CHAPEL STREET		AB10 1SS	9051311630	PUBLIC CONVENIENCE	OPERATIONAL
PUBLIC CONVENIENCE MULTI-STOREY CAR PARK	DENBURN COURT	SPA STREET	AB25 1PU	9051311631	PUBLIC CONVENIENCE	OPERATIONAL
PUBLIC CONVENIENCE (FOOTDEE)	BEACH ESPLANADE		AB11 5DX	9051311636	PUBLIC CONVENIENCE	OPERATIONAL
PUBLIC CONVENIENCE LOWER PROMENADE	LOWER PROMENADE	BEACH ESPLANADE	AB24 5NS	9051311638	PUBLIC CONVENIENCE	OPERATIONAL
PUBLIC CONVENIENCE ST NICHOLAS HOUSE	UPPERKIRK GATE		AB10 1AJ	9051311637	PUBLIC CONVENIENCE	OPERATIONAL
PUBLIC CONVENIENCE MULTI-STOREY CAR PARK	WEST NORTH STREET	BOTHY (FORMER TOILET)	AB25 1DQ	9051311639	DEPOT	OPERATIONAL
PUBLIC CONVENIENCE AUTOMATIC PC	AUTOMATIC PUBLIC CONVENIENCE	STONEHAVEN ROAD	AB12 5XJ	9051311633	PUBLIC CONVENIENCE	OPERATIONAL
PUBLIC CONVENIENCE, NORTH DEESIDE ROAD, AB14 0UL	AUTOMATIC PUBLIC CONVENIENCE	NORTH DEESIDE ROAD	AB14 0UL	9051122476	PUBLIC CONVENIENCE	OPERATIONAL
PUBLIC CONVENIENCE, NORTH DEESIDE ROAD, AB15 9SX	AUTOMATIC PUBLIC CONVENIENCE	NORTH DEESIDE ROAD	AB15 9SX	9051311632	PUBLIC CONVENIENCE	OPERATIONAL
JOHNSTON GARDENS PUBLIC CONVENIENCE	VIEWFIELD ROAD		AB15 7XG	9051313211	PUBLIC CONVENIENCE	OPERATIONAL
KITTYBREWSTER DEPOT	KITTYBREWSTER DEPOT	38 POWIS TERRACE (OFFICE)	AB24 3LJ	9051312773	OFFICE	OPERATIONAL
KITTYBREWSTER DEPOT CONTRACTING SERVICE	POWIS TERRACE	FRONT BUILDING WORKS	AB25 3QB	Input Required	DEPOT	OPERATIONAL
ALLENVALE CEMETERY	ALLENVALE CEMETERY	ALLENVALE ROAD	AB10 7FF	9051317151	DEPOT	OPERATIONAL
DEPOT WATCHMAN BRAE	DEPOT	WATCHMAN BRAE/MIDDLEFIELD	AB21 9WB	9051125383	DEPOT	OPERATIONAL
PUBLIC CONVENIENCE SKENE STREET	PUBLIC CONVENIENCE SKENE STREET	ABERDEEN	AB10 1QP	9051312386	PUBLIC CONVENIENCE	OPERATIONAL
STRATHBURN STREET DEPOT	STRATHBURN STREET DEPOT	STRATHBURN STREET	AB12 3LJ	9051312404	DEPOT	OPERATIONAL
SPRINGBANK CEMETERY DEPOT	SPRINGBANK CEMETERY	COUNTESSWELLS ROAD	AB15 7YH	9051312041	DEPOT	OPERATIONAL
COMMON ROOMS, 8 LOGIE PLACE	COMMON ROOMS	8 LOGIE PLACE	AB16 7TP	9051035533	COMMUNITY EDUCATION	OPERATIONAL
STORE, HAZLEHEAD CRESCENT	STORE, HAZLEHEAD CRESCENT	HAZLEHEAD	AB15 8EX	9051312415	STORE	OPERATIONAL
DEPOT SPA STREET - WARDENS BOTHY	CLEANSING SUB DEPOT	SPA STREET	AB25 1QB	9051312388	DEPOT	OPERATIONAL
150 GALLOWGATE	COMMON ROOMS		AB25 1DT	Input Required	COMMUNITY EDUCATION	OPERATIONAL

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PROPERTY NAME	ADDRESS		POSTCODE	UPRN	PROPERTY TYPE	STATUS
PUBLIC CONVENIENCE STEWART PARK	PUBLIC CONVENIENCE ST	HILTON ROAD	AB24 4NZ	9051311938	PUBLIC CONVENIENC	OPERATIONAL
VICTORIA PARK TOILETS	VICTORIA PARK (APC)	WATSON STREET	AB25 2QB	9051312397	PUBLIC CONVENIENC	OPERATIONAL
PUBLIC CONVENIENCE SEATON PARK (APC)	DON STREET	SEATON	AB24 1RQ	9051317173	PUBLIC CONVENIENC	OPERATIONAL
UNIT 12 WELLHEADS TERRACE	WELLHEADS INDUSTRIAL	DYCE	AB21 7GF	9051121257	FACTORY - ADVANCE	OPERATIONAL
URQUHART TRADE CENTRE UNIT 5	109 URQUHART ROAD		AB24 5NH	9051311942	PREMISES (COMMER	OPERATIONAL
LOCAL HOUSING OFFICE (UNIT 4) CORNHILL	FORESTERHILL ROAD	CORNHILL	AB16 5UT	9051312416	OFFICE	OPERATIONAL
SHOP - 33 RICHMOND STREET	33 RICHMOND STREET	ABERDEEN	AB25 2TS	9051068123	DEPOT	OPERATIONAL
HAZLEHEAD PARK, PUBLIC CONVENIENCE	HAZLEHEAD PARK,PUBLIC	HAZLEHEAD PARK		9051312412	PUBLIC CONVENIENC	OPERATIONAL
DUTHIE PARK PUBLIC CONVENIENCE	DUTHIE PARK (APC)	RIVERSIDE DRIVE		9051311608	PUBLIC CONVENIENC	OPERATIONAL
ABERDEEN SEAFOOD PARK (UNIT 4)	ABERDEEN SEAFOOD PAR	PALMERSTON ROAD	AB11 5RP	9051080122	FACTORY - ADVANCE	OPERATIONAL
ABERDEEN SEAFOOD PARK (UNIT 5)	ABERDEEN SEAFOOD PAR	POYNERNOOK ROAD	AB11 5RP	9051080123	FACTORY - ADVANCE	OPERATIONAL
ABERDEEN SEAFOOD PARK (UNIT 7)	ABERDEEN SEAFOOD PAR	POYNERNOOK ROAD	AB11 5RP	9051080125	FACTORY - ADVANCE	OPERATIONAL
ABERDEEN SEAFOOD PARK (UNIT 13)	ABERDEEN SEAFOOD PAR	PALMERSTON ROAD	AB11 5RP	9051080130	FACTORY - ADVANCE	OPERATIONAL
SHOP - 3 FINNAN PLACE	3 FINNAN PLACE	ABERDEEN	AB11 8RG	9051094736	OFFICE	OPERATIONAL
FARM (LOCHINCH)	LOCHINCH FARM	REDMOSS ROAD	AB12 3LL	9051317163	FARM	OPERATIONAL
ZOOLOGICAL PARK (PETS CORNER)	HAZLEHEAD ZOO		AB15 8BJ	9051123963	LEISURE FACILITY	OPERATIONAL
EMERGENCY PLANNING OFFICES	1 QUEENS GARDENS		AB15 4YD	9051045700	OFFICE	OPERATIONAL
PLANT NURSERY	HAZLEDENE ROAD	HAZLEHEAD	AB15 8LD	9051123941	NURSERY GARDENS	OPERATIONAL
HAZLEHEAD GOLF COURSE STORE	HAZLEHEAD GOLF COURSE	HAZLEHEAD AVENUE	AB15 8BD	9051317789	STORE	OPERATIONAL
DUTHIE PARK STORE	DUTHIE PARK	POLMUIR ROAD	AB11 7TH	9051317791	STORE	OPERATIONAL

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PROPERTY NAME	ADDRESS		POSTCODE	UPRN	PROPERTY TYPE	STATUS
BALNAGASK COURT	16 BALNAGASK COURT	TORRY	AB11 8TZ	9051123066	HOSTEL	OPERATIONAL
CHILDRENS HOME 2 GILBERT ROAD	2 GILBERT ROAD	BUCKSBURN	AB21 9AJ	9051013755	CHILDREN'S HOME	OPERATIONAL
KINCORTH CHILDRENS HOME	41 FAULDS GATE	KINCORTH	AB12 5QX	9051057534	CHILDREN'S HOME	OPERATIONAL
FERGUS HOUSE	FERGUS PLACE	DYCE	AB21 7DD	9051124200	HOME FOR THE ELDERLY	OPERATIONAL
DEESIDE FAMILY CENTRE	DEESIDE FAMILY CENTRE	GIRDLENESS ROAD	AB11 8TG	9051093745	FAMILY CENTRE	OPERATIONAL
HILLYLANDS - COMMUNITY SPECIAL	2 CROFT ROAD	MASTRICK	AB16 6RB	9051105529	DAY CENTRE - LEARNING DISABILIT	OPERATIONAL
THE QUARRY CENTRE	35 CUMMINGS PARK CRESCENT		AB16 7AS	9051036968	FAMILY CENTRE	OPERATIONAL
CHOICES (WESTBURN RES. CENTRE)	116 WESTBURN ROAD		AB25 2QA	9051048339	DAY CENTRE - PHYSICALLY HANDIC	VACANT (OPERATIONAL)
DEESIDE FAMILY CENTRE LEASED (DEESIDE FAMILY CENTRE	GIRDLENESS ROAD	AB11 8TD	9051128185	OFFICE	OPERATIONAL
BALNAGASK DAY CARE CENTRE	PROVOST HOGG COURT		AB11 9NF	9051095083	DAY CENTRE - ELDERLY	OPERATIONAL
LINKSFIELD DAY CENTRE	8 LINKSFIELD PLACE		AB24 5QQ	9051086964	DAY CENTRE - ELDERLY	OPERATIONAL
WILLIAMSON FAMILY CENTRE	MASTRICK CLOSE	MASTRICK	AB16 6XZ	9051021845	FAMILY CENTRE	OPERATIONAL
CULTER POP IN CENTRE	315 NORTH DEESIDE ROAD	PETERCULTER	AB14 0UL	9051000467	COMMUNITY EDUCATION CENTRE	OPERATIONAL
TILLYDRONE DAY CENTRE	PENNAN ROAD	TILLYDRONE (FAMILY C	AB24 2UD	9051073414	FAMILY CENTRE	OPERATIONAL
ST FITTICKS HOUSE	36 CROMBIE ROAD	TORRY	AB11 9QQ	9051080918	GROUP HOME	OPERATIONAL
CRAIGTON ROAD DAY CARE CENTRE	CRAIGTON ROAD		AB15 7XW	9051031053	DAY CENTRE - ELDERLY	OPERATIONAL
NEW ROSEWELL HOUSE	194 KINGS GATE		AB15 6DP	9051021310	HOME FOR THE ELDERLY	OPERATIONAL
BALNAGASK HOUSE	NORTH BALNAGASK ROAD		AB11 8LQ	9051094729	HOME FOR THE ELDERLY	OPERATIONAL
CHILDRENS HOME THE WILLOWS	THE WILLOWS CHILDRENS	WILLOWBANK ROAD/HA	AB11 6YU	9051129639	CHILDREN'S HOME	OPERATIONAL
KAIM COURT, 24 PITMEDDEN TERRA	KAIM COURT	24 PITMEDDEN TERRAC	AB10 7HR	9051312967	HOSTEL	OPERATIONAL
HOUSE (SOCIAL WORK) 11 CRAIGEN	11 CRAIGENDARROCH PLACE		AB16 5SE	9051022737	GROUP HOME	OPERATIONAL
181 NORTH BALNAGASK ROAD	181 NORTH BALNAGASK R	TORRY	AB11 8LN	9051093714	GROUP HOME	OPERATIONAL
GROUP HOME	8 MARCHBURN ROAD	ABERDEEN	AB16 7NN	9051025912	GROUP HOME	VACANT (OPERATIONAL)
HOUSE (SOCIAL WORK) 57 LONG WA	57 LONG WALK ROAD	MASTRICK	AB16 5QL	9051023166	GROUP HOME	OPERATIONAL
STOCKET PARADE HOSTEL	16 STOCKET PARADE		AB16 5QN	9051035164	GROUP HOME	OPERATIONAL
DOMINIES ROAD HOSTEL	1-3 DOMINIES ROAD & 26A	ABERDEEN	AB16 5ED	9051035583	HOSTEL	VACANT (OPERATIONAL)
CRAIGIELEA CHILDRENS CENTRE	CRAIGIELEA CHILDRENS (CRAIGTON ROAD	AB15 7UU	9051030902	CHILDREN'S HOME	OPERATIONAL
SOCIAL WORK OFFICES 80 SPRING	80 SPRING GARDEN (UNIT 3)		AB25 1GN	9051119438	OFFICE	OPERATIONAL
ADOPTION & FOSTERING TEAM SOC	77-79 KING STREET	ABERDEEN	AB24 5AB	9051084001	OFFICE	OPERATIONAL
BURNSIDE CENTRE	MASTRICK DRIVE	MASTRICK	AB16 6UE	9051130240	DAY CENTRE - LEARNING DISABILIT	VACANT (OPERATIONAL)
MASTRICK AREA SOCIAL WORK OFF	GREENFERN ROAD	MASTRICK	AB16 6SH	9051024499	OFFICE	OPERATIONAL
KINCORTH AREA OFFICE FAULDS RD	KINCORTH AREA OFFICE	FAULDS ROW	AB12 5NP	9051057478	OFFICE	OPERATIONAL
OFFICES 1ST & 2ND FLOORS EXCHE	EXCHEQUER HOUSE	3 EXCHEQUER ROW	AB11 5BW	9051082841	OFFICE	OPERATIONAL
TORRY NEIGHBOURHOOD CENTRE	OFFICE TORRY NEIGHBOU	OSCAR ROAD	AB11 8ER	9051128496	OFFICE	OPERATIONAL

Social Care and Wellbeing

Appendix 2 - Operational Properties Aligned to Services

PROPERTY NAME	ADDRESS		POSTCODE	UPRN	PROPERTY TYPE	STATUS
HORIZONS REHABILITATION CENTRE	2 EDAY WALK	SUMMERHILL	AB15 6LN	9051312898	HEALTH CENTRE	OPERATIONAL
COMMUNITY SERVICES WORKSHOP	11 WILLOWDALE PLACE	ABERDEEN	AB24 5AQ	9051083646	WORKSHOP	OPERATIONAL
HOUSES 6 - 12 BACK HILTON ROAD	6 - 12 BACK HILTON ROAD	ABERDEEN	AB25 3ST	9051069502	GROUP HOME	OPERATIONAL
ROSEHILL HOUSE	ROSEHILL HOUSE	202 ASHGROVE ROAD W	AB16 5EH	9051035386	DAY CENTRE - LEARNING DISABILIT	OPERATIONAL
KIRKGATE HOUSE UPPERKIRKGATE	KIRKGATE HOUSE	ST NICHOLAS CENTRE	AB10 1BA	9051312401	OFFICE	OPERATIONAL
SOCIAL WORK OFFICES 137 GALLOV	G/F OFFICE SUITE	137 GALLOWGATE	AB25 1BU	9051084905	OFFICE	OPERATIONAL
KINGSWOOD COURT DAY CARE CEN	KINGSWOOD COURT	INVERCAULD ROAD	AB16 5RX	9051023305	DAY CENTRE - ELDERLY	OPERATIONAL
CHILDRENS HOME KINGSFIELD	532 KING STREET	ABERDEEN	AB24 5SS	9051089793	CHILDREN'S HOME	OPERATIONAL
4 MILTONFOLD	4 MILTONFOLD COURT	BUCKSBURN	AB21 9DS	9051013437	OFFICE	OPERATIONAL
25 CLOVERHILL CRESCENT, GROUP	25 CLOVERHILL CRESCEN	BRIDGE OF DON	AB22 8RP	9051099979	GROUP HOME	OPERATIONAL
UNITS 3/4 WELLHEADS ROAD	FARBURN INDUSTRIAL ES	DYCE	AB21 7HG	9051121508	FACTORY - ADVANCE	OPERATIONAL
ADVANCE FACTORY UNIT 3 CROMBI	UNITS 3 & 4 CROMBIE RO	TORRY	AB11 9QQ	9051310554	FACTORY - ADVANCE	OPERATIONAL
PHOENIX CLUB DAY CNTR FOR DISA	NORTH BALNAGASK ROA	TORRY	AB11 8LQ	9051094735	YOUTH CENTRE	NON OPERATIONAL
ASHGROVE FAMILY CENTRE	GILLESPIE PLACE	ASHGROVE	AB25 3BE	9051049934	FAMILY CENTRE	OPERATIONAL
SEATON FAMILY CENTRE	SEATON PLACE EAST	SEATON	AB24 1XE	9051313210	FAMILY CENTRE	VACANT (OPERATIONAL)

Appendix 2 - Operational Properties Aligned to Services

PROPERTY NAME	ADDRESS		POSTCODE	UPRN	PROPERTY TYPE	STATUS
PETERCULTER AREA OFFICE	102 NORTH DEESIDE ROAD	PETERCULTER	AB14 0QB	9051001961	OFFICE	OPERATIONAL
BUCKSBURN AREA OFFICE	23 INVERURIE ROAD	BUCKSBURN	AB21 9LJ	9051013052	OFFICE	OPERATIONAL
MASTRICK IND EST	UNIT 1A WHITEMYRES AVENUE	MASTRICK	AB16 6HQ	9051313209	PREMISES (COMMERCIAL)	OPERATIONAL
TAXI INSPECTION DEPOT	38 POWIS TERRACE		AB24 3LJ	9051312772	DEPOT	OPERATIONAL
RECORDS STORAGE FACILITY WHITEMYRES	WHITEMYRES AVENUE		AB16 6HQ	9061021832	PREMISES (COMMERCIAL)	OPERATIONAL
WOODHILL HOUSE RCC BUILDING ONLY	WESTBURN ROAD		AB16 5GA	9051312847	OFFICE	OPERATIONAL

Appendix 3

Tenanted Non-Residential Property Review

High Level Review of Property Groupings

July 2010

1. Background

This report is a review of the financial performance of the tenanted non-residential property (TNRP) portfolio presently held by the City Council. The definition of TNRP within the Royal Institute of Chartered Surveyors document "Local Authority Asset Management Best Practice: TNRP" is as follows:-

"Tenanted Non-Residential Property' (TNRP) covers local authority assets which are let to third parties (other than housing stock), such as retail spaces, offices, industrial, warehousing and farms. CIPFA define such assets as 'operational' or 'non-operational'; also known as 'commercial' or 'investment' property"

This report does not include assets held on Common Good, they will be assessed separately in conjunction with the appropriate Finance Manager. The remaining non-operational properties described in this report have an aggregate Asset Valuation at 31 March, 2010 of £73.9 million approx. They also produce an aggregate revenue income for the City Council of circa £5.6 million approx.

The Property Asset Management Plan approved in 2009, identifies the completion of the review as a Key priority, with a completion date set in 2010. It also emphasizes the importance of demonstrating that these assets represent best use of resources and expertise and that their rate of return is assessed. Ultimately the TNRP portfolio can be a sensible use of resources but it must support the Council's strategies and the need to balance revenue/capital expenditure.

Furthermore it is widely recognised as good practice to review TNRP portfolios and how well they link with performance management. Quite simply the Council needs to assess why they hold these assets, do they need to continue to hold these assets and do they represent value for money.

This report does not go into detail of each asset and has been carried out with view to identifying high level data which can be used to prioritise more detailed reviews of the groupings. Any further work will require to be carried out in conjunction with the Head of Finance so that the Council's future revenue and capital spending is taken into account.

2. Our TNRP Portfolio

2.1 The Councils TNRP is broken down as follows:-

Asset Type	Number	Category
Children's Homes	2	Social
Civic Amenity Sites	4	Social
Club Rooms	1	Social
Electricity Sub-Station Sites	15	Economic Development
Garages (Lock Up)	3	Social
Gas Governor Sites	8	Economic Development
Group Homes	17	Social
Halls	1	Social
Health Centres	2	Social
Hostels	2	Social
Leisure Facilities	8	Social
Outdoor Sports Facilities	9	Social
Refuse Tips	2	Social
Sites - Ground Lease (Amenity)	53	Social
Sites – Ground Lease (Garage),	37	Social
Sports Centres	2	Social
Stores	4	Social
Advertising Sites	10	Investment
Business Centres	2	Investment
Car Parks	12	Investment
Factories (Advance)	87	Investment
Farms/Grazing	13	Investment
Fishings	1	Investment
Land for Future Development	3	Investment
Offices	7	Investment
Premises (Industrial)	23	Investment
Public Houses	6	Investment
Shops	106	Investment
Site for Golf Course or Clubhouse	4	Investment
Sites - Ground Lease (Misc.)	9	Investment
Sites - Ground Lease (Industrial)	64	Investment
Sites – Ground Lease (Shop)	18	Investment
Sites – Ground Lease (Shopping Centre)	2	Investment
Telecom. Sites	7	Investment

2.2 Each property Asset Type on the above table has been put into three basic categories, namely:-

a) - **Investment** properties are those held with the primary aim of providing the City Council with revenue income;

b) - **Economic Development** properties are those held with the primary aim of fostering economic development by providing

property leasing opportunities for the benefit of new, start-up businesses; and

c) - **Social** properties are those held with the primary aim of providing property leasing opportunities for the benefit of local communities.

In the remainder of this report, the Asset Types that aren't specifically discussed are:- Children's Homes, Civic Amenity Sites, Club Rooms, Electricity Sub-Station Sites, Garages (Lock Up), Gas Governor Sites, Group Homes, Halls, Health Centres, Hostels, Leisure Facilities, Outdoor Sports Facilities, Refuse Tips, Sites – Ground Lease (Amenity), Sites – Ground Lease (Garage), Sports Centres and Stores.

The reasons for excluding these are that they are either leased to third parties for the provision of non-commercial services (e.g. Children's Homes) or are de minimis (e.g. Sites Ground Lease {Amenity}). That isn't to say that some of these Asset Types don't have substantial capital values. In order to realise these, however, the City Council would require to make a decision to discontinue their present uses at the end of their existing leases (e.g. Group Homes, Halls) rather than continue their present use. In the context of this report, however this would have a relatively minor financial effect.

The Asset Types that are further discussed here and potentially would have an early realisable capital value in their present use are:- Advertising Sites, Business Centres, Car Parks, Factories (Advance), Farms/Grazing, Fishings, Land for Future Development, Offices, Premises Industrial, Public Houses, Shops, Sites for Golf Course or Clubhouses, Sites - Ground Lease (Misc.), Sites - Ground Lease (Industrial), Sites - Ground Lease (Shop), Site Ground Lease (Shopping Centre) and Telecom Sites.

3. General Comments on Performance of Assets

Appendix A summarises the performance of each asset group. Assets have not been assessed on an individual basis, so generalisations have been made. In some cases this will mean that significant differences between individual assets will not be evident.

Advertising Sites – (Current aggregate Asset Valuation = £379,600, Current aggregate rents = £71,088). These are often marginal sites that, if they weren't used for the erection of advertising hoardings, wouldn't have an obvious alternative use that could generate revenue income or a capital receipt. There might be reasons why the City Council doesn't want to sell individual sites, e.g. road improvements, but potentially individual sites might be of interest to the advertising Companies who currently lease them. Because of the national recession the demand for these sites isn't as strong as it might have been, a few years ago.

Recommendation

Retain and programme detailed review.

Business Centres - (Current aggregate Asset Valuation = £866,000 Current aggregate rents £88,021) No significant investment has taken place in these properties in the last 10 years. There is a need to investigate whether or not these properties are fulfilling the functions for which they were originally developed.

Recommendations

Ongoing review to be completed at an early date.

Car Parks – (Current aggregate Asset Valuation = £773,600, Current aggregate rents = £68,441). This consists of 12 sites, which is a mix of car parks, garage sites and individual car park spaces. They produce a reasonable aggregate rental and, in many cases, they wouldn't have an obvious alternative use. In capital terms these leases wouldn't have an obvious appeal to an institutional investor but might be more appealing to their present tenants.

Recommendation

Retain and programme detailed review.

Factories-Advance - (Current aggregate Asset Valuation = £11,623,250, Current aggregate rents = £1,330,065). The majority are in Dyce and have been strong performers over many years, with minimal voids and good rental growth that doesn't seem to be affected by the fact that some of them are very old-fashioned, by modern standards. There is a need to investigate if capital expenditure (as a spend to save) might not accelerate growth.

Recommendation

Retain and programme detailed review.

Farms - (Current aggregate Asset Valuation = £860,790, Current aggregate rents = £33,860). Farms are retained for their development potential, with rental income being low. It is therefore difficult to assess their performance.

Recommendation

Retain and programme detailed review.

Fishings - (Current Asset Valuation = £34,000, Current rent = £1,750). These are Fishing rights to part of the River Dee.

Recommendation

Retain and programme detailed review.

Land for Future Development - (Current aggregate Asset Valuation = £2,176,000 Current aggregate rents = £0). This is a small grouping of potential development sites; it may be that some of them will fall into the Development Company proposals. As such, any analysis of their present revenue performance is probably inappropriate, at this point.

Recommendation

Retain and manage these properties, in the short-term and pursue all options to promote their change of use to a financially more lucrative alternative.

Offices – (Current aggregate Asset Valuation = £4,660,475, Current aggregate rents = £392,495). Even within the grouping these properties are remarkably varied. As a packaged portfolio they provide a reasonable investment portfolio. Two of these properties are more esoteric and may not be suitable for disposal.

Recommendation

Retain and programme detailed review.

Premises Industrial – (Current aggregate Asset Valuation = £9,661,100, Current aggregate rents = £727,089). This includes a variety of assets including a number of buildings in Dyce which perform well. There are assets within this groupings which do not perform so well. So it may be able to identify assets for potential disposal.

Recommendation

Retain and programme detailed review.

Public Houses - (Current aggregate Asset Valuation = £1,223,800, Current aggregate rents = £82,501). These are pubs and the sites on which pubs are built, leased on a variety of short-term and long-term leases. There are a few good properties on the list, producing good secure rental income, which might be of interest to an institutional investor, or the sitting tenants, if the City Council was ever minded to contemplate their sale.

Recommendation

Retain and programme detailed review.

Shops - (Current aggregate Asset Valuation = £6,042,500 Current aggregate rents = £671,705) A large number of these shops are located in Council House schemes, where as part of their original planning, the statutory predecessor of the City Council determined to create parades of shops for the local community. For many years, this worked well and the shops were fully let with conventional mixes of tenants (e.g. butcher, baker, grocer, newsagent etc.) In the last 15 – 20 years, however, as retail spending patterns have changed in Britain, the conventional shop tenants have largely ended their leases, moved out or ceased trading altogether and left the shops to be leased by a more varied, unconventional mix of new tenants.

Advising on these properties is difficult. On one hand their management takes up a lot of staff time. Many of the scheme shops are in poor trading locations with low rents, second-rate tenants (from the point of view of rental income security), a greater tendency to voids and little or no rental growth. On the other hand, the City Council's retained contractor for valuation services, Messrs. Ryden, Chartered Surveyors, are sceptical that, in present market conditions, anyone would want to purchase these parades of shops, or small shopping centres (or if they did, would make us low capital offers).

To gauge the interest in such assets it would seem reasonable to carry out a "market testing" exercise. For example, if we offered to sell our parade of six tenanted shops at Summerhill Drive, (Current aggregate Asset Valuation = £135,800, Current aggregate rents = £25,950) we would gain a direct insight into the strength or weakness of present market conditions, that would help us to decide on future strategy.

The few exceptions to this are Belmont Street shops a group of shops in George Street, (which are categorised as sounder, more secure leases) and four cafes on the Beach Esplanade (which are always fully let and produce good revenue income).

Recommendations

Report to Finance & Resources Committee with a list of shops to be disposed and a phased programme for their disposal.

Sites for Golf Course or Clubhouses - (Current aggregate Asset Valuation = £362,000, Current aggregate rents = £31,410). These are long-term ground

leases to Golf Clubs. The sites don't have obvious alternative, more financially lucrative, uses and their modest aggregate rentals are the best presently achievable, in the circumstances. In view of the current depressed capital value for golf courses (and arguably the over-supply of golf courses in the Aberdeen area), it's hard to see that these properties would be of interest to an institutional investor, though the potential purchase of the ground leases may be of interest to the Clubs themselves.

Recommendation

Retain and programme detailed review.

Sites - Ground Lease (Miscellaneous) - (Current aggregate Asset Valuation = £7,537,00, Current aggregate rents = £492,649) There are a few valuable sites on the list, specifically at the Beach and the Exhibition Centre, which produce a good revenue return. Whether the City Council would ever contemplate selling sites at either location, for strategic reasons, is another question. The A.E.C.C. site is included in the Development Company's proposals.

Recommendation

Retain and programme detailed review.

Sites - Ground Lease (Industrial) - (Current aggregate Asset Valuation = £20,873,100, Current aggregate rents = £1,126,980). These ground leases have earned the City Council many millions, in revenue income, over the years and there's every reason to expect them to go on providing strong, secure revenue income into the future.

Sites held on the Property Account, includes sites in Cotton Street, Crombie Road and the Bridge of Don that again gives us strong, secure revenue income. In capital terms, these ground leases might form part of a potential portfolio offer, but this would need further investigation.

The City Council's interest in the sites of the Science and Energy/ Science & Technology Parks is a good asset where the ground rent received is directly linked to the number of sub-leases granted by the tenant/ developer. Apart from the potential value of this property asset to an institutional investor it may have an extra "marriage" value to the current tenant/ developer.

Recommendation

Retain and programme detailed review.

Site Ground Leases (Shop) - (Current aggregate Asset Valuation = £943,500, Current aggregate rents = £83,691). The majority of these sites are within Housing schemes and can be viewed in the same way as the shops above.

Recommendation

Report to Finance & Resources Committee with a list of sites to be disposed and a phased programme for their disposal.

Site Ground Lease (Shopping Centre) – (Current aggregate Asset Valuation = £5,680,000, Current aggregate rents = £398,419).

These are the ground leases for the Bon Accord and St. Nicholas Centres. Revenue income is calculated by a formula in which the aggregate rentals paid by individual shop tenancies in the two Shopping Centres is the main component.

Scottish Retail Partnership expressed an interest in purchasing the Council's interest in the past but it never progressed. At present, shopping centre investments look a lot less attractive to institutional investors than they did a couple of years ago. This potential sale might be worth further investigation but my advice would be retaining the revenue income, at least at present, is the more attractive option.

Recommendation

Retain and programme detailed review.

Telecom Sites - (Current aggregate Asset Valuation = £180,400, Current aggregate rents = £30,975). As per Advertising Sites.

Recommendation

Retain and programme detailed review.

4. Future Strategy

Due to the extensive and varied make-up of the Council's portfolio it is difficult to draw up a strategy which encompasses all the different property types. It is for that reason that it is recommended that specific strategies are prepared.

There are however other non property factors which require to be determined, which will have major influences on these strategies. These include;-

- a) The Investment Portfolio's relationship with the emerging Development Company.
- b) The desire of the Council to maximise either its revenue or capital streams.
- c) The extent of additional capital that can be identified to strengthen the portfolio's performance.
- d) The need to explore how the portfolio can be utilised, working in partnership with third parties including possible joint ventures.
- e) Recognising the current economic environment with the associated potential difficulties in disposing of property assets.

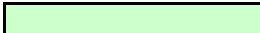


5. Recommendations





















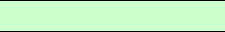


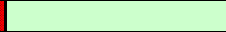
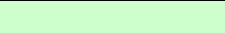
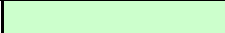
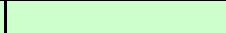





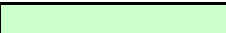

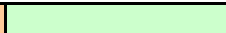
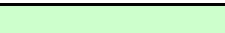
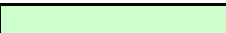

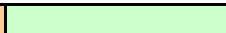












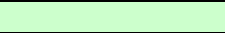
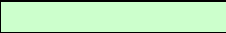

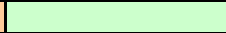












From this high level analysis there are three key tasks that have been identified:-

- 1) Report to the Finance & Resources Committee in early course on the potential disposal of Shops and Ground Lease (Shops).
- 2) Quickly agree a programme of review in conjunction with the Head of Finance, with a view to completing within 18 months.
- 3) Report to the Finance & Resources Committee on the findings of the review.

Appendix A - Tenanted Non-Residential Property Review 2010

Note: This spreadsheet should be read in conjunction with the Commercial Property Review. The categorisation of different aspects of Asset Types as "Poor", "Medium" or "Good" is a "broad brush" assessment. Within each Asset Type there may be individual property leases where the assessment doesn't apply.

Good =	
Medium =	
Poor =	

Asset Types	Asset Value 2010	Revenue Income	Ease of Management	Rental Growth Prospects	Development Potential	Marketability	Recommendations
Advertising Sites (8)	£379,600	£71,088					Retain & Review
Business Centres (2)	£866,000	£88,021					Review Ongoing
Car Parks (12)	£773,600	£68,441					Retain & Review
Factories (Advance) (87)	£11,623,250	£1,330,065					Retain & Review
Farms (13)	£860,790	£33,860					Retain & Review
Fishings (1)	£34,000	£1,750					Retain & Review
Land for Future Development (3)	£2,176,000	£0		N/A			Retain & Review
Offices (7)	£4,660,475	£392,495					Retain & Review
Premises (Industrial) (23)	£9,661,100	£727,089					Retain & Review
Public Houses (6)	£1,223,800	£82,501					Retain & Review
Shops (106)	£6,042,500	£671,705					Report on Disposal
Site for Golf Course or Clubhouse (4)	£362,000	£31,401					Retain & Review
Sites - Ground Lease (Misc.) (9)	£7,537,000	£492,649					Retain & Review
Sites - Ground Lease (Industrial) (64)	£20,873,100	£1,126,980					Retain & Review
Sites – Ground Lease (Shop) (18)	£943,500	£83,691					Report on Disposal
Sites – Ground Lease (Shopping Centre) (2)	£5,680,000	£398,419					Retain & Review
Telecom. Sites (7)	£180,400	£30,975					Retain & Review
Asset Value	The Capital Valuation as assessed in the 2010 Asset Valuation.						
Revenue Income	The revenue income at the time of 2010 Asset Valuation.						
Ease of Management	Good, Medium and Poor is an assessment of the amount of time and effort expended by officers in managing these properties. Good means a property that doesn't need much management intervention other than lease terminations, rent reviews etc. Medium means a property that needs some management intervention. Poor means a property that requires a lot of management time.						
Rental Growth Prospects	A professional assessment of future rental growth based on passing rent, review patterns, current estimated rental value and recent market trends.						
Development Potential	Good, Medium and Poor is an assessment of the potential alternative uses which may lead to improved asset performance.						
Marketability	A professional assessment of the liquidity of the asset when compared with the rest of the property sector i.e. likely market demand and ease of sale.						
Recommendations	A summary of the report recommendations.						

Appendix 4 - TNRP Questionnaire Results

Question	Response	Total	Percentage
Section A			
1. How often do you contact the Asset Policy (Non Housing) Section			
	Less	29	63%
	Monthly	5	11%
	6 Monthly	9	20%
	More	3	7%
		46	
2. For what purpose have you contacted the Asset Policy (Non Housing) Section			
	Invoicing	10	16%
	Repairs	22	36%
	Lease Terms	17	28%
	Other	12	20%
	Broken locks, Break ins, Untidy Yard	61	
3. How do you generally contact the Asset Policy (Non Housing) Section			
	Telephone	38	69%
	Fax	1	2%
	Email	13	24%
	Letter	3	5%
	Visit	55	
	Stuart's weekly attendance		
4. Do you know whom to contact regarding the property including tel. no. / fax no. / email / address			
	Yes	39	83%
	No	8	17%
	not notified of changes	47	
5. What is your opinion of the day to day service that you receive?			
	Excellent	9	20%
	Good	32	71%
	Unsatisfactory	3	7%
	Poor	1	2%

45

6. What is your opinion of the speed at which your queries are dealt with?

Excellent	0	0%
Good	6	14%
Unsatisfactory	32	74%
Poor	5	12%

43

7. What is your overall experience of being a Council tenant?

Excellent	5	11%
Good	37	80%
Unsatisfactory	3	7%
Poor	1	2%

46

8. Are you aware of all your responsibilities as tenant in terms of the lease?

Yes	43	93%
No	3	7%

46

9. What is your opinion of the rent invoicing and collection process?

Excellent	8	21%
Good	28	72%
Unsatisfactory	3	8%
Poor	0	0%

39

10. What is your opinion of the service provided by the Asset Policy (Non Housing) in meeting your business' requirements

Excellent	6	13%
Good	38	83%
Unsatisfactory	1	2%
Poor	1	2%

46

11. What is your overall opinion of the Asset Policy (Non Housing) Section of Aberdeen City Council as a landlord? in its dealings with you?

Excellent	6	14%
Good	35	81%
Unsatisfactory	1	2%
Poor	1	2%
	43	

12. Do you consider that the Asset Policy (Non Housing) Section in the role as your landlord is fair and reasonable

Yes	40	95%
No	2	5%
Not had a lot of dealings	42	

13. Where would you look for commercial premises to let?

Nowhere else

14. Do you use the Council's website and if so what for?

Yes	11	27%
No	30	73%
Council contractor in daily contact	41	

Section B

1. Where did you hear about the Council's commercial premises?

Advert

2. What is your opinion of the help and information you received from officers in dealing with your initial search for premises?

Excellent	3	30%
Good	7	70%
Unsatisfactory	0	0%
Poor	0	0%
	10	

3. Were officers polite and courteous in dealing with your enquiry?

Excellent	5	50%
Good	5	50%
Unsatisfactory	0	0%
Poor	0	0%
	10	

4. What is your opinion of the time taken between your enquiry and your taking entry to the premises?

Excellent	4	44%
Good	4	44%
Unsatisfactory	1	11%
Poor	0	0%
	9	

5. Now that you are in occupation, do you feel that officers supplied enough information to enable a smooth transition to occupancy?

Excellent	4	40%
Good	6	60%
Unsatisfactory	0	0%
Poor	0	0%
	10	

6. How would you rate your satisfaction with the process from start to finish?

Excellent	4	40%
Good	6	60%
Unsatisfactory	0	0%
Poor	0	0%
	10	

**7. During the initial period of your tenancy did you require any support from the Asset Policy (Non Housing) Section?
If 'yes' what is your opinion of the support given?**

Appendix 4 - TNRP Questionnaire Results

No	4	40%
Yes	6	60%
	10	

Excellent	1	25%
Good	3	75%
Unsatisfactory	0	0%
Poor	0	0%
	4	

8. Did you encounter any particular problems in respect of the leasing process? If 'yes', please provide details below.

Yes	0	0%
No	9	100%
	9	

9. Do you consider that improvements could be made to the overall process, which would help future prospective tenants? If 'yes', please provide details below.

Yes	1	11%
No	8	89%
	9	

Appendix 5 – Surplus Assets Summary

Property Address	Date Surplus	Current Activity
20 Whinhill Road	Feb 06	Sold for £925,000 on 15 March 2010
Bon Accord Baths	Mar 08	Currently on Market - Little active interest. To be reviewed.
Summerhill Academy	N/A	Preferred bidder approved. Subject of Report to Committee on 28 September 2010.
2 West Craibstone Street	28/11/08	Under Offer
11 Fonthill Terrace	25/09/08	Sold for £430,000 on 12 August 2010.
Carden School	Feb 10	Availability has been circulated. Option appraisal is being undertaken.
Woodlands Special School	08/10/09	Ground Lease interest only on relatively restrictive terms. Currently under review.
58 Polmuir Road	25/11/08	Sold for £405,500 on 06 September 2010.
Former Ruthrieston Depot	19/08/08	Under Offer
Former Johnston Gardens East Depot	05/02/09	Under Offer - Awaiting planning consent
54/55 Springbank Terrace	05/05/09	Under Offer - Awaiting planning consent
Victoria House	26/02/08	Authority to transfer to HRA. To be considered by Housing & Environment Committee on 24 August 2010. Thereafter, if authority is obtained from that Committee, approval from Scottish Minister is required.
Former Public Toilet, Old Aberdeen	19/11/08	Authority to market. Closing date of 03 August 2010. Subject of Report to Committee on 28 September 2010.
17 Affleck Street	26/08/08	Under Offer
Former Leadsid Road Community Hall	21/11/06	Authority to market. Awaiting resolution of tenancy issue for adjoining property to facilitate joint marketing.
St Peter's Nursery	08/10/09	Authority to market. Closing date of 03 August 2010. Subject of Report to Committee on 28 September 2010.
Croft House	27/05/09	Transfer to HRA approved. Currently awaiting Scottish Minister approval.

Aberdon House	27/05/09	Transfer to HRA approved. Currently awaiting Scottish Minister approval.
Weavers Shed	08/10/09	Awaiting advice of Head of Legal on access difficulties and title.
Former Broadhill Depot	08/10/09	Demolition costs being considered at present.
Hazlehead Lodge	08/10/09	Options for future use under consideration given location within Park.
105 - 107 Urquhart Road	21/12/07	Planning Brief approved by the Development Sub-Committee on 17 June 2010. Subject of a Bulletin Report to Committee on 28 September 2010.
Park House, Westburn Road	Feb 07	Lease to CLAN approved 11 May 2010 with occupancy of site taken by them on 01 August 2010.
Causewayend Primary School	01/03/10	Draft Planning Brief completed. Awaiting submission to appropriate meeting of Development Sub-Committee.
Victoria Road Primary School, Torry	08/10/09	HRA confirmation that no longer interested. Currently under consideration by City Development Company.
26-38 Union Street	N/A	Sale of airspace. Applicant has requested time extension. Unlikely to proceed.
Tarves Road, Bridge of Don.	Not surplus	Option with developer subject to new Local Development Plan. Extension to option being considered.
Hilton Nursery School	08/10/09	Surplus asset only part of building. Decision to be made on adjoining site (CLDC). Part of building leased to NHS, discussions have been initiated on relocation.
St Fitticks (Kirkhill) Farmhouse	Oct. 99	Number of options under consideration including HRA use and marine study centre.
Former Grove Cemetery Lodge	28/01/10	Approval to market, however, resolution of issues concerning establishment of boundaries and of the adjoining Operational Properties currently being pursued.