

## FINANCE AND RESOURCES COMMITTEE

### COMMITTEE BUSINESS

SEPTEMBER, 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.	The Draft Planning Brief will be considered by the Development Management Sub Committee on 17 June, 2010. A report will therefore be submitted to the next meeting of this Committee.  <b>An update is provided in the information bulletin.</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> At the present time officers are continuing to discuss the detail of NHS Grampian's proposals including the proposed multi-storey car park. A relocation plan for services is also being developed.	Head of Asset Management and Operations	<b>07/01/09</b>	02/12/10

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3.	Resources Management Committee 07/02/07 article 27; Finance and Resources Committee 17/06/10 article 53	<p><b><u>Summerhill Education Centre</u></b></p> <p>At its meeting of 17/06/10, the Committee resolved: to instruct the Head of Asset Management and Operations to report further to this Committee on the actions taken by officers, including the complete financial settlement from the disposal of the property and the costs associated with relocating all the existing uses.</p>	<p><b>A report is on the agenda at item 12.11.</b></p> <p><b>Recommended for removal.</b></p>	Head of Asset Management and Operations		
4.	Finance and Resources Committee 12/11/09 article 33	<p><b><u>Great Southern Road/Holburn Street (Disused Public Toilet and Advertising Site)</u></b></p> <p>The Committee resolved:- that the Head of Resources Development and Delivery be 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.</p>	<p><b>Update:</b> Further investigation of all issues is ongoing, and will be reported to next committee.</p>	Head of Asset Management and Operations	<b>28/09/10</b>	002/12/10
5.	Finance and Resources Committee 12/11/09 article 35, 11/03/10 article 34, 11/05/10 article 48, 17/06/10 article 41	<p><b><u>St Nicholas House Site</u></b></p> <p>At its meeting of 17/06/10 the Committee resolved: <b>to refer this matter to the Leadership Board for consideration, and that if there was no resolution, to refer the members in question to the</b></p>	<p><b>Update:</b> This matter was discussed at the Leadership Board meetings of 23 June and 11 August. The Group Leader of the councillors concerned has confirmed that in their view as they had nothing to report to the Monitoring Officer there was no requirement for</p>	<p>Head of Legal and Democratic Services</p> <p>Head of Office of Chief Executive</p>	17/06/10	

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		<b>Standards Commission.</b>	them to attend an interview with her.			
6.	Finance and 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>	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 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.	Head of Asset Management and Operations	02/12/10	
7.	Finance and Resources Committee 12/11/09 article 42	<p><b><u>Ground at Loirston Loch</u></b></p> <p>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</p>	<p><b>A report is on the agenda.</b></p> <p><b>Recommended for removal.</b></p>	Head of Asset Management and Operations	<b>06/05/10</b>	28/09/10

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		area and that this matter be reported back to a future Committee meeting.				
8.	Finance and 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 be assessed for impact, including a cost benefit analysis; and a report submitted to this Committee once this evaluation has been completed.	<b>Update:</b> The Physiotherapy pilot is complete but the Head of Human Resources has asked the Occupational Health Provider, SERCO, to expand on the evaluation report in order that meaningful decisions can be taken in relation to future practice.	Head of Human Resources and Organisational Development	<b>11/03/10</b>	02/12/10
9.	Finance and 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> Ryden advise that property market for offices is currently flat with no interest currently expressed in leasing this property. If necessary a Bulletin Report will be prepared for next appropriate meeting.	Head of Asset Management and Operations	<b>06/05/10</b>	28/09/10
10	Finance and Resources Committee 28/01/10 article 2 & 11/03/10 article 31 & 11/05/10 article 34	<b><u>CAB – Debt Advice Service</u></b>  <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.	<b>Update:</b> Debt advice services were handed over to Social Care and Wellbeing Service in July in preparation for the merger with the Welfare Rights Team. Social Care and Wellbeing will initiate the procurement process for debt advice services currently provided by Aberdeen Citizens Advice Bureau.	Director of Social Care and Wellbeing	resolution (A) every cycle	

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1	Finance and Resources Committee 28/01/10 article 13	<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 whether the funding identified is actually required and to report back to the Committee thereon in due course.</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 and funding centre activities. Dyce Development &amp; 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.</p> <p>At its meeting of 17/06/10, the Finance and Resources Committee resolved: <b>to request that the Director of Education, Culture and Sport ascertain as to whether a response to the officer's letter had been received to date, and advise members of the Committee in this regard.</b></p>	Director of Education, Culture and Sport	17/06/10	

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12	Finance and 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>	<b>A report is on the agenda at item 7.6.</b>	Head of Asset Management and Operations	28/09/10	
13	Finance and 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 at Ruthrieston Road, <b>and to submit a further report to the appropriate meeting of this Committee in due course detailing the results of the marketing;</b> and (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 <b>and to</b></p>	<b>An update is included in the information bulletin.</b>	Head of Asset Management and Operations	<b>17/06/10</b>	28/09/10

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		<b>report back to this in due course on the outcome.</b>				
14	Finance and Resources Committee 28/01/10 article 40	<b><u>Pinewood/Hazledene</u></b>  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.	<b>A report is on the agenda at item 12.12.</b>  <b>Recommended for removal.</b>	Head of Asset Management and Operations	<b>06/05/10</b>	28/09/10
15	Education, Culture and Sport Committee 18/02/10 article 25	<b><u>Essential Car User Scheme</u></b>  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.	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.  <b>Update:</b> Savings in relation to essential car user allowances are part of a basket of measures currently being consulted on in relation to the incremental progression issue. As this is currently being consulted on, it was considered imprudent to report specifically	Head of Human Resources and Organisational Development	<b>17/06/10</b>	02/12/10

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			<p>on this matter at this juncture.</p> <p>It can be confirmed, however, that the allowance has been withdrawn from all Chief Officer posts.</p>			
16	Finance and Resources Committee 11/03/10 article 11	<p><b><u>Common Good Budget</u></b></p> <p>The Committee resolved:-</p> <p>(vi) to seek a review of Council funding for all trusts in order to assess Best Value; and</p> <p>(vii) to request a report back in the near future, on the pension liabilities of the CAB and other organisations.</p>	<p><b>In relation to resolution (vi), a report will be submitted next cycle.</b></p> <p><b>In relation to resolution (vii), a report is on the agenda at item 7.5. This item is recommended for removal.</b></p>	Head of Finance	28/09/10	02/12/10
17	Finance and Resources Committee 11/03/10 article 12	<p><b><u>Former Carden School – Dyce</u></b></p> <p>The Committee resolved:-</p> <p>(i) that the availability of the property be circulated to Service Departments and the North East Property Group;</p> <p>(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</p> <p>(iii) that officers report back to a</p>	<b>Property included in surplus property bulletin.</b>	Head of Asset Management and Operations	28/09/10	



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		future meeting of the Committee on the outcome of the foregoing resolutions.				
18	Finance and Resources Committee 11/03/10 article 20	<b><u>Applications for Financial Assistance 2009/10</u></b>  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.	<b>A report will be submitted next cycle.</b>	Head of Finance	28/09/10	
19	Finance and 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 12.2.</b>	Director of Corporate Governance	Every cycle	
20	Finance and 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.	<b>Property included in surplus property bulletin.</b>	Head of Asset Management and Operations	28/09/10	

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21	Finance and Resources Committee 11/03/10 article 33	<p><b><u>Townscape Heritage Initiative</u></b></p> <p>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.</p>	<b>A verbal update will be provided at item 12.1 of the agenda.</b>	Head of Planning and Sustainable Development	Every cycle	
22	Finance and Resources Committee 11/03/10 article 38	<p><b><u>Landfill Tax Credit Funding 2010-2013</u></b></p> <p>The Committee resolved:- to approve recommendations (a), (b), (c) and Option C in relation to recommendation (d) (to reject the application from Aberdeen 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.</p>	<p><b>Update:</b></p> <p>Landfill tax credit funding for 2010 is now being led by the Enterprise, Planning and Infrastructure Service. On arrival of the handover documents, an officer will be assigned to undertake the required investigations and prepare a report to committee by years end.</p>	Head of Environmental Services	<b>28/09/10</b>	02/12/10

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23	Finance and Resources Committee 11/05/10 article 28	<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>	<p><b>Update:</b> It is planned to open the HR Service Centre in October. It was considered preferable to report on progress following the opening of the centre.</p>	Head of HR and Organisational Development	28/09/10	02/12/10
24	Finance and Resources Committee 11/05/10 article 30	<p><b><u>Leaside 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	
25	Finance and Resources Committee 11/05/10 article 42	<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	

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26	Finance and Resources Committee 11/05/10 article 45	<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 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.</p>		Head of Asset Management and Operations	02/12/10	
27	Finance and Resources Committee 17/06/10 article 19	<p><b><u>Annual Housing and Council Tax Benefit Report</u></b></p> <p>The Committee resolved: to instruct that an annual report be submitted to this Committee in June each year, which should detail the previous financial year's Housing and Council Tax Benefit Service.</p>		Head of Finance	16/06/11	
28	Finance and Resources Committee 17/06/10 article 24	<p><b><u>Kinship Care Service – Business Case</u></b></p> <p>The Committee resolved:</p> <p>(i) to approve the posts as outlined above on a one year fixed term basis;</p> <p>(ii) to instruct that officers report</p>		Head of Children's Services	16/06/11	

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		back, reviewing the situation when required.				
29	Finance and Resources Committee 17/06/10 article 27	<b><u>Pay Protection Arrangements – Review</u></b>  The Committee resolved: to instruct that officers report back with an update on this policy in due course.		Head of HR and Organisational Development	01/02/11	
30	Finance and Resources Committee 17/06/10 article 33	<b><u>Review of Cash Handling Arrangements</u></b>  The Committee resolved: to instruct that a report be submitted at the meeting of 28 September, 2010, outlining progress and confirming the savings to be achieved as a result of this proposed reconfiguration.	<b>A report will be submitted next cycle.</b>	Head of Finance/ Head of Customer Service and Performance	<b>28/09/10</b>	02/12/10
31	Finance and Resources Committee 17/06/10 article 49	<b><u>Queen's Links Outdoor Centre</u></b>  The Committee resolved: that in the event that the provisions referred to at (c) above come to pass (ie if Transition Extreme Sports Limited cannot either obtain appropriate loan funding or evidence its financial stability by 30 September, 2010, then the Head of Asset Management and Operations be authorised, if appropriate, to advertise the Queen's Links Outdoor Centre for lease on the open market	<b>Update:</b> Transitions are in active discussion with their Funder and a decision on the award is expected in mid September 2010. If positive, Transition's Board meeting, on 20 September should be able to commit to the lease.	Head of Asset Management and Operations		02/12/10

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		for any use capable of achieving planning permission), it be remitted to appropriate officers to report back to a future meeting of the Committee on the responses received to the advertising process.				
32	Finance and Resources Committee 17/06/10 article 51	<p><b><u>Staff/ Tied Houses</u></b></p> <p>The Committee resolved:</p> <p>(ii) to instruct that the Head of Asset Management and Operations consults the tenants of the staff houses on various appropriate issues that may affect their future occupancy, including the proposal to remove the rental discounts currently applying and to increase the rents payable by them to the levels of the prevailing Housing Revenue Account rents, as detailed within the report, and to report back to this Committee on 14 September, 2010 with the outcome of that consultation;</p> <p>(iii) to instruct, in terms of any houses affected by the 3Rs Project or the closure of adjoining Council properties, where it is agreed that there is</p>	<p><b>A report is on the agenda at item 12.9.</b></p> <p><b>Recommended for removal.</b></p>	Head of Asset Management and Operations	28/09/10	

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		<p>no future requirement for a house to be included with the adjoining property for joint disposal, the Head of Asset Management and Operations consults the tenants of each house adjoining such a property without commitment, on whether (a) they would wish to purchase the house at a Market Value, or at the appropriate reduced value (should the Right to Buy apply in that case), or (b) would wish the house, and, therefore, their tenancy, to possibly transfer to the Housing Revenue Account, subject to the matter being referred to the Housing and Environment Committee at the appropriate time for its consideration; and to report back to this Committee with the outcome of that consultation;</p>				
31	<p>Finance and Resources Committee 17/06/10 article 52</p>	<p><b><u>Retail Rocks</u></b></p> <p>The Committee resolved: to instruct that a progress report be submitted on this project at the meeting of this Committee on 28 September, 2010.</p>	<p><b>A report is on the agenda at item 12.3.</b></p> <p><b>Recommended for removal.</b></p>	<p>Project Director - Economic and Business Development</p>	<p>28/09/10</p>	

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34	Finance and Resources Committee 17/06/10 article 7	<p><b><u>Employment Costs</u></b></p> <p>The Committee resolved: to concur with the Convener's request to instruct appropriate officers to carry out a review of the rules and regulations surrounding the declaration of interests when dealing with Council specific matters such as the employment costs report, as these may become more prevalent given the present economic climate, and to report thereon to a future meeting of the Committee.</p>	<p><b>A verbal update will be provided at the meeting.</b></p>	Head of Legal and Democratic Services		
35	Council 18/08/10 article tbc	<p><b><u>Future Funding and Development of AECC</u></b></p> <p>The Committee resolved: to instruct that reports be submitted to the Enterprise, Planning and Infrastructure and/or Finance and Resources Committees each cycle.</p>	<p><b>Update:</b></p> <p>Discussions are currently ongoing between Senior Officers in Corporate Governance and EP&amp;I and the Board of AECC in respect of the financial restructuring and Board membership changes to asked for as part of the Council's decision to provide AECC with an additional £568,000 grant, from unallocated reserves, during this financial year.</p> <p>In accordance with Council's decision to support the creation of additional expansion space and car parking provision at AECC, to enable expansion of the Offshore Europe event, discussions are currently being held with AECC Executives and Reed Exhibitions</p>	Director of Enterprise, Planning and Infrastructure/ Head of Finance		



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			Ltd to agree a plan for delivering these facilities by 1 June 2011. A paper will be submitted to Finance and resources committee on 2 December outlining the financial implications of this project and requesting appropriate Committee approval for the capital spend needed to deliver this project.			