

Council Annual Effectiveness Report 2022/2023



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1. Introduction from the Lord Provost

- 1.1 I am pleased to present the fourth annual effectiveness report for Full Council. During 2022/23, the Council made a number of significant decisions, for example the adoption of the Aberdeen Local Development Plan and the progression of the City Centre and Beach Masterplans. It is also pleasing to see the progress that has been made in relation to the Scheme of Governance and particularly the commitment to the budget protocol with regard to consultation.
- 1.2 On a personal level, one of the biggest highlights of 2022/23 was in May 2023 when I had the great honour of bestowing the Freedom of the City on Aberdeen Football Club and the Gothenburg Greats in recognition of their outstanding contribution to sport in the city, including winning the European Cup Winners Cup in 1983. It truly was a magnificent day for the city and I wish the football club the very best of luck as they pursue further honours in the Scottish League Cup final at Hampden on 17 December.
- 1.3 It is fair to say that there have been some challenging Council meetings during the reporting period. However, as we enter the season of goodwill, I am hopeful that there can be more goodwill across the Chamber for the remainder of 2023 and beyond. Whilst there is, of course, room for disagreement in a healthy democracy, we must remember to treat each other with respect and set an example to the city and our citizens who elected us. On that note, I wish you all the best for the festive season and good wishes for 2024.



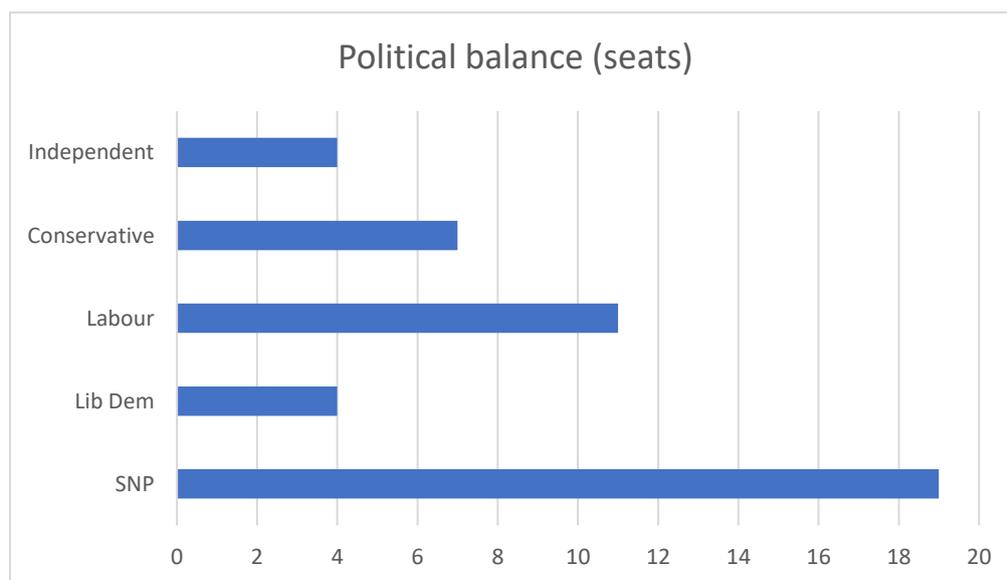
Councillor David Cameron
Lord Provost

2. The Role of the Council

- 2.1 The Council is the overall decision-making body of the organisation. It is responsible for agreeing the Council's budget and setting Council Tax. Council delegates the discharge of its functions to various committees and joint committees, as well as officers under the terms of the Local Government (Scotland) Act 1973. However, any delegation to a committee or an officer does not prevent the Council from determining the matter, or exercising the power so delegated.
- 2.2 The Terms of Reference for Council, as approved by Council in June 2023, are appended to the report.

3. Membership of the Council

- 3.1 The Council has 45 Elected Members, and the current composition is:-



4. Membership Changes

- 4.1 There was one membership change during 2022/23. Sadly, Councillor Avril MacKenzie passed away in December 2022 which resulted in a by-election in the Dyce/Bucksburn/Danestone ward. Councillor Graeme Lawrence was duly elected on 24 February 2023.

5. Member Attendance

Member	Total Anticipated Attendances	Total Attendances
Lord Provost	14	14
Depute Provost	14	14
Councillor Al-Samarai	14	14
Councillor Ali	14	14
Councillor Allard	14	14
Councillor Alphonse	14	13
Councillor Blake	14	14
Councillor Bonsell	14	14
Councillor Boulton	14	14
Councillor Bouse	14	14
Councillor Brooks	14	13
Councillor Hazel Cameron	14	14
Councillor Clark	14	14
Councillor Cooke	14	12
Councillor Copland	14	14
Councillor Cormie	14	14
Councillor Crockett	14	14
Councillor Cross	14	10
Councillor Davidson	14	14
Councillor Fairfull	14	14
Councillor Farquhar	14	14
Councillor Graham	14	14
Councillor Grant	14	14
Councillor Greig	14	14
Councillor Henrickson	14	14
Councillor Houghton	14	12
Councillor Hutchison	14	14
Councillor Kuznir	14	12
Councillor Lawrence	11	10
Councillor Macdonald	14	14
Councillor MacGregor	14	14
Councillor McLellan	14	14
Councillor McLeod	14	13

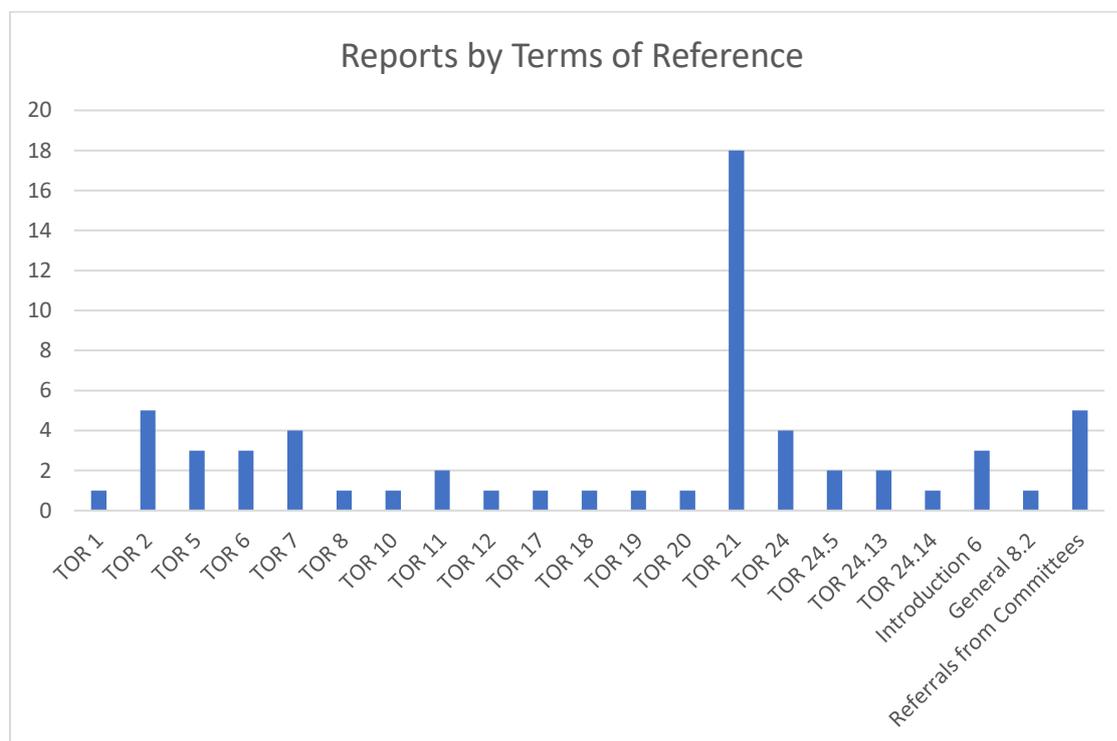
Member	Total Anticipated Attendances	Total Attendances
Councillor McRae	14	14
Councillor Malik	14	13
Councillor Massey	14	14
Councillor Mennie	14	14
Councillor Nicoll	14	14
Councillor Radley	14	14
Councillor Mrs Stewart	14	8
Councillor van Sweeden	14	14
Councillor Thomson	14	14
Councillor Tissera	14	10
Councillor Watson	14	13
Councillor Yuill	14	13

6. Meeting Content

6.1 During the 2022/2023 reporting period (14 October 2022 to 14 October 2023), the Council had 14 meetings and considered a total of 53 reports. This is a higher number of meetings than in previous years. Of the 14 meetings, 7 were scheduled meetings, 3 were requisitioned meetings, 1 was a special meeting for the Freedom of the City, 1 was a special meeting for Community Council Governance, and 2 were re-convened meetings. It should be noted that data for the Council meeting of 11 October 2023 is included in this report, however as the meeting had to be adjourned until 3 November 2023, data relating to that meeting is not included.

6.2 Terms of Reference

6.2.1 The following chart details how reports aligned to the Terms of Reference for Council. A small number of reports (3) did not fall within Specific Terms of Reference and were reported to Council in accordance with Introduction 6 within the Terms of Reference document – “in accordance with Standing Order 47.8, Council can determine any matter which would otherwise fall to be determined by a committee or sub committee”. It should be noted that the combined total is more than 53 as some reports fell within more than one of the Terms of Reference.



- 6.2.2 During the course of 2022/2023 the Council received reports under 18 of the 38 sections of the Terms of Reference, with the highest number (18) of reports falling under Terms of Reference 21 – “to consider any matter which the Council has previously considered and agreed to receive a further report on”. This is predominantly due to reports relating to the City Centre and Beach Masterplans having been considered, which previously would have been considered by the Finance and Resources Committee, however Council agreed that they should be considered by Full Council instead.
- 6.2.3 Of the sections of the Terms of Reference where there were no reports, no reports were required in 2022/2023 – for example no working groups needed to be established and no reports needed to be considered relating to the Standards Commission for Scotland with regard to the overseeing of members’ standards of conduct. However, those Terms of Reference need to remain in place as reports will fall under those Terms of Reference in the future.
- 6.2.4 As the committee structure was reviewed in late 2022, very few changes to the Terms of Reference were made following the June 2023 Scheme of Governance review. Any changes made were generally to provide clarity where required and ensure consistency between committees. The new Terms of Reference will continue to be monitored throughout the year, in preparation for the 2024 Scheme of Governance review.

7. Reports and Decisions

- 7.1 The following information relates to the reports and Notices of Motion presented to Council throughout the reporting period, as well as the use of Standing Orders and engagement with members of the public.

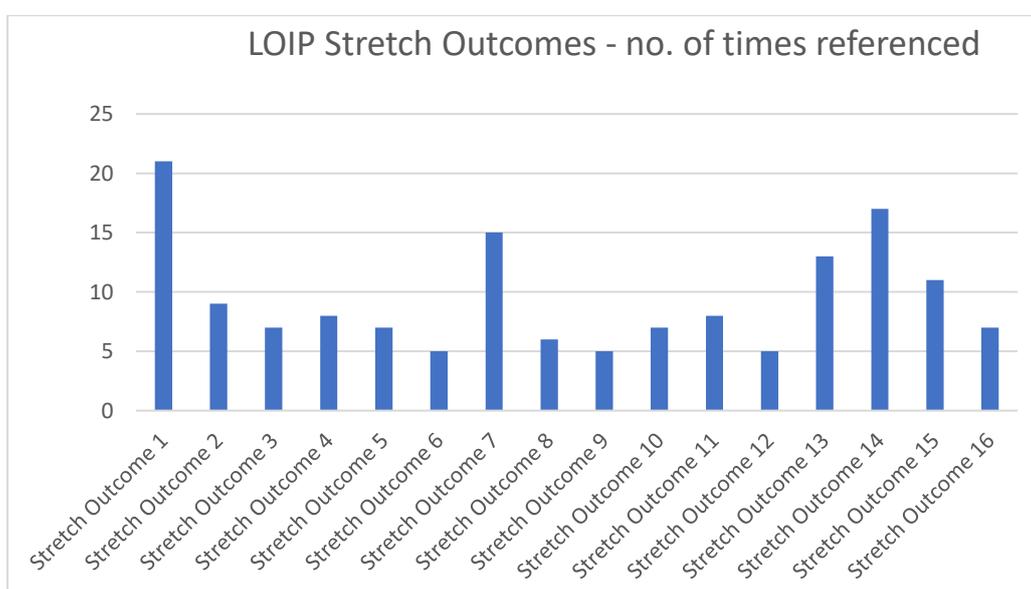
	Total	Total Percentage of Reports
Confidential Reports	0	0%
Exempt Reports	2	4%
Number of reports where the Council amended officer recommendations	12	23%
Number of reports approved unanimously	26	49%
Number of reports or service updates requested during the consideration of another report to provide additional assurance and not in business planner	5	9%
Number of reports delayed for further information	0	0%
Number of times the Convener has had to remind Members about acceptable behaviour in terms of the Member Officer	8	

Relations Protocol/Councillors' Code of Conduct		
Late reports received (i.e. reports not available for inspection at least 3 clear days before the meeting)	2	4%
Number of referrals to Council under SO 34.1	5	

Notices of Motion, Suspension of Standing Orders, Interface with the Public	
Number of Notices of Motion to Council	31
Number of times Standing Orders suspended	8
Specific Standing Orders suspended	14.3 40.2 - 6 times 42.1
Number of deputations heard	7
Number of petitions considered	0

8. Reports with links to the Local Outcome Improvement Plan

8.1 The following table details, of the 53 reports, how each report linked to the Local Outcome Improvement Plan (LOIP Stretch Outcomes are appended to this report for reference at Appendix 1). As can be seen from the chart below, the most common Stretch Outcomes referred to were Stretch Outcomes 1 (No one will suffer poverty by 2026), 7 (95% of children living in our priority neighbourhoods will sustain a positive destination upon leaving school by 2026) and 14 (Increase sustainable travel: 38% of people walking and 5% of people cycling as main mode of transport by 2026).



9. Training and Development

- 9.1 Committee specific training opportunities for Members during the reporting period are covered within the committee annual effectiveness reports. Further development opportunities will be considered for next year based on committee business throughout the year, Executive Lead proposals and Member feedback on what may be required to assist them in performing their roles.
- 9.2 More generally, training sessions for all elected members were offered in 2022/23 on topics such as NPF4 (National Planning Framework), Data Reporting and the Aberdeen Health Determinants Research Collaborative (AHDRC).
- 9.3 Induction training covering a wide variety of topics was delivered to Councillor Lawrence upon his election in February 2023.

10. Code of Conduct Declarations and Transparency Statements

- 10.1 7 declarations of interest and 116 transparency statements were made by Members during the reporting period. Information in respect of declarations of interest and transparency statements is measured to evidence awareness of the requirements to adhere to the Councillors' Code of Conduct and the responsibility to ensure fair decision-making.

11. Civic Engagement

- 11.1 Civic leadership and engagement are at the heart of the Council's Operating Model. The values and principles of civic leadership and engagement are being driven through the Council's transformation programme.
- 11.2 There have been good examples of civic engagement in the course of business submitted to Council in 2022/23, for example in relation to the Aberdeen Local Development Plan, the City Centre Masterplan and Beach Masterplan. In relation to the Beach Masterplan, at the Council meeting on 14 December 2022, 3 pupils from 3 city secondary schools (and on behalf of one primary school), made deputations to Council following their involvement in the project.
- 11.3 Further civic engagement activities are set out in each committee's individual annual effectiveness report.

12. Executive Lead - Commentary

- 12.1 Following the local government elections in May 2022, the Council appointed a new Lord Provost and a new administration (the Partnership) was formed between the SNP and Liberal Democrats. Members received a comprehensive induction in their initial weeks, and training and development opportunities have been delivered in the period since then.
- 12.2 The Scheme of Governance received its annual review in June 2023 to allow the Partnership an opportunity to propose any changes to decision-making structures to reflect their own priorities as an administration. New Committees were introduced, including an Anti-Poverty and Inequality Committee and a Communities, Housing and Public Protection Committee. These structures will continue to mature and flex around our operating model.
- 12.3 The Council's Delivery Plan and service standards were approved as part of the 2022/23 budget. These will be refreshed in March 2024 and our committee reporting and business planners have continued to be closely aligned to the Delivery Plan.
- 12.4 Members have continued to make of declarations of interest and transparency statements with the required rigour, with the support and advice of officers. The number of exempt reports remains low, which reinforces the transparent nature of how we do our business.

13. The Year Ahead

- 13.1 In December 2023, the Council will consider a report on Phase 2 of the Budget consultation which follows on from the Council decision of 14 June 2023 in terms of approving the Budget Protocol as part of the Scheme of Governance.
- 13.2 In February 2024, the Council will be asked to consider proposals with regard to the organisational structure.
- 13.3 During the 2023/24 annual reporting period, officers will progress the transformation programme to allow the Council to set a budget in a manner that strategically allocates resources against the Local Outcome Improvement Plan. The outcome focused approach will be set out in the budget report and associated delivery plan due to come before Full Council in March 2024.

14. Combined Committee Data

During the reporting period, 354 reports were considered by the 10 committees which are the subject of annual effectiveness reports. This data does not include reports relating to planning or licensing applications which are subject to a separate reporting process, however these are covered in the annual reports for the Planning Development Management and Licensing Committees.

	Total	Total Percentage of Reports
Confidential Reports	2	0.5%
Exempt Reports	16	4.5%
Number of reports where the Committee amended officer recommendations	7	2%
Number of reports approved unanimously	321	91%
Number of reports or service updates requested during the consideration of another report to provide additional assurance and not in business planner	34	
Number of reports delayed for further information	2	0.5%
Number of times the Convener has had to remind Members about acceptable behaviour in terms of the Code of Conduct	0	
Late reports received (i.e. reports not available for inspection at least 3 clear days before the meeting)	2	0.5%
Number of referrals to Council under SO 34.1	5	

Number of notices of motion	20
Number of times Standing Orders were suspended	2
Number of deputations	6
Number of petitions considered	1

Appendix 1 – Local Outcome Improvement Plan Stretch Outcomes

Economy	
1.	No one will suffer due to poverty by 2026
2.	400 unemployed people supported into fair work by 2026
3.	500 people skilled/ reskilled to enable them to move into, within and between economic opportunities as they arise by 2026
People (Children & Young People)	
4.	95% of children will reach their expected developmental milestones by their 27-30 month review by 2026
5.	90% of children and young people report they feel listened to all of the time by 2026
6.	By meeting the health and emotional wellbeing needs of our care experienced children and young people they will have the same levels of attainment in education and positive destinations as their peers by 2026
7.	95% of children living in our priority neighbourhoods (Quintiles 1 & 2) will sustain a positive destination upon leaving school by 2026
8.	83.5% fewer young people (under 18) charged with an offence by 2026
9.	100% of our children with Additional Support Needs/disabilities will experience a positive destination
People (Adults)	
10.	25% fewer people receiving a first ever Court conviction and 2% fewer people reconvicted within one year by 2026
11.	Healthy life expectancy (time lived in good health) is five years longer by 2026
12.	Rate of harmful levels of alcohol consumption reduced by 4% and drug related deaths lower than Scotland by 2026
Place	
13.	Addressing climate change by reducing Aberdeen's carbon emissions by at least 61% by 2026 and adapting to the impacts of our changing climate
14.	Increase sustainable travel: 38% of people walking and 5% of people cycling as main mode of travel by 2026
15.	Addressing the nature crisis by protecting/ managing 26% of Aberdeen's area for nature by 2026
Community Empowerment	
16.	100% increase in the proportion of citizens who feel able to participate in decisions that help change things for the better by 2026

ABERDEEN CITY COUNCIL

The Council reserves the following functions:

1. The setting of council tax in accordance with s93(1) of the Local Government Finance Act 1992 or the setting of a reduced amount of council tax under s94 of that Act or paragraph 3 of Schedule 7 to that Act.
2. The setting of a balanced budget annually, including the setting of fees and charges, including the approval of commissioning intentions and service standards.
3. The approval of the capital programme.
4. The borrowing of money as provided for in s56(6)(d) of the Local Government (Scotland) Act 1973.
5. The approval of any annual investment strategy or annual investment report required by any consent issued by Scottish Ministers under s40 of the Local Government in Scotland Act 2003.
6. The approval of the Council's Treasury Management Policy and Strategy.
7. The appointment of committees, including external members, and the number and allocation of committee places, the appointment and removal from office of the Lord Provost, Depute Provost, Leader or Co Leaders and/ or Depute Leader, Business Manager and Depute Business Manager, a convener for each committee and a vice convener as appropriate and the approval of senior councillor allowances.
8. The election of members to the Licensing Board.
9. The review of polling districts and polling places.
10. Subject to the Powers Delegated to Officers, the administration of trusts in respect of which the Council is sole trustee or the only trustees are elected members of the Council.
11. The approval of the Local Development Plan.
12. The approval of an Administration's political priorities.
13. The consideration of the Council's Delivery Plan.
14. The consideration of its annual report of its effectiveness and each committee's annual report of its effectiveness.
15. The consideration, where required, of reports by both the Standards Commission for Scotland and the Financial Conduct Authority, and the overseeing of members' standards of conduct.
16. The establishment of the Appointment Panel in accordance with the Standing Orders for Council, Committees and Sub Committees.
17. The approval of the Council's Scheme of Governance.
18. The approval of the Council/Committee Diary.
19. The approval of Schemes for the Establishment for Community Councils and the review or amendment of such Schemes in terms of sections 52 and 53 of the Local Government (Scotland) Act 1973; and the revocation of such Schemes (or amended Schemes) and the making of new Schemes in accordance with section 22 of the Local Government etc. (Scotland) Act 1994.
20. The establishment of Working Groups.

21. To consider any matter which the Council has previously considered and agreed to receive a further report on.
22. To consider Monitoring Officer reports under Section 5 of the Local Government and Housing Act 1989.
23. Making schemes for the reorganisation of educational endowments under section 112(2) or 112(3) of the Education (Scotland) Act 1980.

24. ANALYSIS

- 24.1 to receive a bi-annual Population Needs Assessment to understand the needs which public bodies must address;
- 24.2 to receive, as appropriate, an in-depth analysis of key groups, priorities and challenges across public services to identify and action potential efficiencies and improvements to help ensure that the needs of customers and citizens are met and commissioning intentions are delivered; and
- 24.3 to receive, as appropriate, sufficiency and market analyses to understand existing and potential provider strengths and weaknesses, and identify and take action in respect of any opportunities for improvement or change in providers.

PLANNING

- 24.4 to endorse the refresh of the Local Outcome Improvement Plan (LOIP) including recommending any changes which may be required; and
- 24.5 to approve annual procurement workplans, reflecting the LOIP, the Population Needs Assessment, the Council's commissioning intentions, the Council's service standards, the views of customers and citizens, and the best evidence of effective interventions to ensure a preventative focus on demand reduction.

DOING

- 24.6 to establish Arm's Length External Organisations (ALEOs) where it is determined that services should not be provided in-house;
- 24.7 to decommission services, including ALEOs, that do not meet the Council's commissioning intentions and outcomes;
- 24.8 to take such action to ensure that appropriate supply management and capacity building (market facilitation) is in place to ensure a good mix of resilient service providers, that offer customers an element of choice in how their needs are met; and
- 24.9 to approve the Strategy Framework to facilitate the delivery of agreed outcomes.

REVIEWING

- 24.10 to approve amendments to the Council's Performance Management Framework (PMF);
- 24.11 to receive annual reports on the LOIP and Locality Partnership Plans;
- 24.12 to consider and monitor performance associated with the Council's agreed commissioning intentions and ultimate contribution to the LOIP outcomes;
- 24.13 to receive annual reports from each of the Council's ALEOs to enable scrutiny of performance;

24.14 to receive an annual procurement performance report to enable scrutiny of performance; and

24.15 to receive reports on any changes in legislative requirements, policy and population needs which may facilitate opportunities to work differently to improve outcomes or may require revisions to existing commissioning intentions and outcomes.

For the avoidance of any doubt, this reservation 24 does not affect the Terms of Reference of the Pensions Committee, Aberdeen City Region Deal Joint Committee or Aberdeen City Integration Joint Board, and it does not prevent the exercise of delegated powers where authority is delegated to officers under the Powers Delegated to Officers, Procurement Regulations or otherwise.

EXECUTIVE LEADS: CHIEF EXECUTIVE AND CHIEF OFFICER – GOVERNANCE