

**PUBLIC SECTOR PROPERTY GROUP MEETING: CONFERENCE ROOM,
POLICE STATION,
BLACKHALL ROAD INVERURIE**

Date: Friday 25 June 2004 Start: 10.00 am Finish: 12.00 noon

Date of next meeting: Friday 1 October 2004 Start: 10.00 am Finish: 12.00 noon
Fire & Rescue Service Building, Wards Road, ELGIN

AGENDA

- 1) Apologies
- 2) Minute of the meeting of 14 May 2004
- 3) Matters arising:
 - 3.1) GIS update - KW
 - 3.2) GMS developments
 - 3.3) Occupational leases - Torry Neighbourhood Centre
- 181 Union Street
- 4) Draft Protocol for Surplus properties (for approval) - All
- 5) Constitution:
 - Review membership - All
 - Appointment of Vice Chairman - All
 - Annual Report - All
 - Key areas of work as per Constitution - All
- 6) AOCB
- 7) Local Plan Update:
 - Aberdeen City Council – Drew Balfour - 11.00 am
 - Aberdeenshire Council – Peter McRae - 11.10 am
- 8) Transportation in the NE - Peter Cockhead, NESTRANS - 11.20 am
- 9) WPR - Derick Murray - 11.40 am

PARTICIPANTS

Gerry Donald, Head of Physical Planning, NHS Grampian (Chairman)
Ken Walker, Property and Environment Manager, Grampian Primary Care NHS Trust #
Mike Duncan, Head of Asset Management, Aberdeen City Council
Iain Morrison, Property Manager, Aberdeen City Council #
Alan Cormack, Facilities Manager, Grampian Police
Ian Paterson, Chief Superintendent, Aberdeen City Area, Grampian Police #
George Morrison, Head of Estates, Aberdeenshire Council #
Angus Donaldson, Director of Property Development, University of Aberdeen #
Fiona Lane, Acting Estates Director, Robert Gordon University #
Allan Reid, Assistant General Manager, Scottish Ambulance Service
Terry Mackie, Client Adviser Architect, NHS Grampian #
Peter Murray, Divisional Officer, Grampian Fire & Rescue Service
John Black, Head of Estates Services, Moray Council

Minute Circulation only:

Bill Boyes, Assistant Director of Finance, NHS Grampian
Bill Chalmers, Head of Property, Scottish Enterprise – Grampian
Roy Anderson, Community Planning Officer, The Moray Partnership
Martin Allan, Committee Services Officer, Aberdeen City Council
Jim Lamb, Assistant Director (Client Services), Finance and ICT, Aberdeen City Council

Minute Secretary: June Watt

Apologies
 © Absent

	ISSUE	ACTION	WHO	WHEN
1.	Apologies	Apologies noted as above.		
2.	Minute of the meeting of 25 May 2004	Approved as accurate.		
3.	Matters arising:	<p>3.1) <u>GIS update</u> - Roger McKenzie of ACC responded very promptly and advised that Ian Patterson was lead for ACC Datashare Project that involves GIS. Ian Paterson was contacted and updated on the PSPG GIS sub-group and asked to consider including members in the Datashare project. There has been no update or response since. Contact will be re-established for progress report.</p> <p>3.2) <u>GMS developments</u> – Alan Cormack queried progress with Braemar which has now gone down the GMS developments list. Gerry Donald advised Braemar will go ahead but aiming for “not for profit scheme” eg Joint Venture scheme with a Bank (to present paper to Health Department).</p> <p>3.3) <u>Occupational leases:-</u> <u>Torry Neighbourhood Centre</u> – ACC in agreement with Lease but awaiting Police response. However Police are currently paying rent and both Police and ACC are happy with progression made to date. <u>181 Union Street</u> – Internet Café - “That Café” to occupy the ground floor. Police have now withdrawn interest in occupying part of the premises.</p>	<p>KW</p> <p>GD</p>	<p>ASAP</p> <p>1.10.04</p>
4.	Draft Protocol for Surplus properties (for approval)	<p><u>ACC</u> – generally approved but awaiting formal Council approval at the 28 September meeting. Mike Duncan advised that the ACC Chief Executive is looking to promote the document as “good working practice/partnership”.</p> <p><u>Grampian Fire & Rescue Service</u> – approved.</p> <p><u>NHS</u> – approved with Gerry Donald looking to enforce/adopt the Protocol with immediate affect.</p> <p><u>Moray</u> – Committee approval confirmed.</p> <p><u>Ambulance Service</u> – to be confirmed as approved.</p> <p><u>Aberdeenshire Council</u> - June Watt to contact George Morrison to confirm if the document has been formally approved.</p> <p>Draft Protocol for Surplus properties to be an agenda item at the October PSPG meeting (Protocol to include all property including houses).</p>	All	1.10.04
5.	Constitution	<p><u>Review membership</u> – discussion took place regarding membership of the group. While it was noted that there has been low attendance from some members of the Group (eg the universities) all present agreed that it was beneficial for representatives of the current conjoining organisations to remain on the PSPG. It was suggested that representatives from other organisations additional to those currently on the group be invited to either join the group or be invited to attend appropriate meetings.</p> <p>However in the interim membership reviewal is as noted below:</p> <p><u>To remain on the group</u> Gerry Donald - NHS Mike Duncan – ACC John Black – Moray Council Alan Cormack – Police Peter Murray -Fire & Rescue Service Alan Reid – Ambulance Service</p>		

		<p><u>Gerry Donald to seek clarification/confirmation on membership of those noted below</u> Fiona Lane – RGU Angus Donaldson – The University of Aberdeen Ken Walker – NHS Terry Mackie – NHS</p> <p><u>Remove from PSPG</u> (as advised by Alan Cormack but TBC) Police - Ian Paterson</p> <p>Confirmed that “contact names” should be kept in the PSPG Constitution to help ensure the appropriate person deals with any problems/issues which may arise relevant to their organisation.</p> <p><u>Appointment of Vice Chairperson</u> – PSPG members voted unanimously that George Morrison be appointed as Vice Chairperson of the PSPG subject to his approval. Gerry Donald to contact George Morrison in this respect.</p> <p><u>Annual Report</u> – Gerry Donald and Mike Duncan agreed to work together on the Annual Report. If available, Gerry Donald agreed to forward an electronic version of the Annual Report to members of the group for their input to the report. Report to be an agenda item at the February '05 meeting.</p> <p><u>Key areas of work as per Constitution</u> – Deferred to next meeting. (John Black suggested a “shopping list” or “to do” items which could be carried over from one meeting to another until reaching a satisfactory conclusion.)</p>	<p>GD</p> <p>GD</p> <p>GD/MD GD</p>	<p>ASAP</p> <p>1.10.04</p>
6.	AOCB	<p><u>Moray Local Plan</u> – 13 August '04. John Black to advise Moray Planners.</p> <p><u>PSPG membership resignation</u> – Ian Morrison has intimated he will be leaving ACC employment as from July '04. This results in his subsequent resignation from future PSPG meetings. Thanks from Gerry Donald/PSPG members were noted for Ian Morrison’s input at meetings and his initial help in setting up the group.</p> <p><u>Aberdeen futures</u> – Our Community Plan – Copies of the Annual Report 2001 (Nov) to 2003 were distributed to those present for information. If additional copies required – contact Mike Duncan or Ailsa Duncan at ACC.</p> <p><u>Community Stadium</u> – Mike Duncan updated the group on current thinking.</p> <p><u>Moray</u> – John Black advised due to heavy rainfall yesterday (24 June) there was flooding problems in Elgin resulting in some people being evacuated (Lossiemouth was close to flooding too).</p> <p><u>Forres</u> – site search continuing.</p> <p><u>Ambulance Service</u> – Alan Reid looking for premises in the Inverurie area. Gerry Donald suggested he contacts Mike Ogg, General Manager, Central Aberdeenshire LHCC NHS Grampian.</p> <p><u>Shared Training Facilities</u> – Aberdeen City Council and the Police are to share training facilities, if any other partners wish to join in these facilities contact Alan Cormack.</p> <p><u>Child Protection Unit</u> – to move to Bucksburn.</p>	<p>MD</p> <p>AR</p> <p>All</p>	<p>ASAP</p> <p>ASAP</p>

		<u>Police</u> – in the long term looking to have a presence on the ARI Site.		
7.	Local Plan Update	<p><u>Aberdeen City Council</u> – new local plan on deposit in March. Prepared for general release for six weeks between 19 August – 30 September. Drew Balfour to circulate copies of the Plan to the PSPG however, the Plan will be posted on the ACC website.</p> <p><u>Aberdeenshire Council</u> – Andrew Carruthers advised the Aberdeenshire Local Plan is at the same stage as the ACC Local Plan. If any objections to the Plan these can be submitted up to February 2005.</p>		
8.	Transportation in the NE - NESTRANS	<p>Peter Cockhead talked through the NESTRANS presentation. To note:</p> <ul style="list-style-type: none"> • NESTRANS Board – 4 members • Transport Strategy is up to 2011 <p><u>Rail Enhancement Projects:</u></p> <ul style="list-style-type: none"> • Final Project next year (2 years to complete) • Business cases to be produced <p><u>NESTRANS Annual Report 2004:</u></p> <ul style="list-style-type: none"> • distributed to PSPG members • looking for more input with regards to property <p>Peter Cockhead to send details re Colin Morsley to Gerry Donald FAO PSPG members.</p>		
9.	WPR	<p>Derick Murray talked through the presentation. To Note:</p> <ul style="list-style-type: none"> • 1 of 13 projects aimed at solving NE traffic problems • aim is to attract traffic to use the Western Peripheral Route • possibility of ½ junctions at Kirkhill and Scotstown Road • presently in discussion with Camphill (Newton Dee Community) – looking at alternative options • WPR consultation will take place in November (following the ACC Local Plan consultation) • Junctions identified but yet to be approved by Scottish Executive. However, two junctions already identified (ie on the route) won't be implemented due to low traffic use 		
		<p><u>Date of Moray Local Plan meeting:</u> 10.00 am, Friday 13 August 2004.</p> <p><u>Date of next PSPG meeting: 10.00 am – 12.00 noon, Friday October in at the Fire & Rescue Service Building, Elgin.</u></p>		