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To: Councillor Dean, Convener; Councillor McCaig, Vice-Convener; and Councillors Adam, Allan, Boulton, Clark, Corall, Cormie, Crockett, Greig, Jaffrey, Milne, Penny, Robertson and Kevin Stewart.

Town House,
ABERDEEN Date Not Specified

ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE

The Members of the **ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE** are requested to meet in Committee Room 2 - Town House on **TUESDAY, 12 JANUARY 2010 at 2.00 pm.**

RODERICK MACBEATH
ACTING HEAD OF DEMOCRATIC SERVICES

BUSINESS

- 1 Requests for Deputation
 - (i) Dr Shan Parfitt – this request relates to item 8.2 on the agenda
 - (ii) Mr Erik Dalhuijsen – this request relates to item 8.2 on the agenda

- 2 PRESENTATION
 - 2.1 Aberdeen Harbour Board Presentation

- 3 MINUTE, COMMITTEE BUSINESS STATEMENT AND MOTIONS LIST
 - 3.1 Minute of Previous Meeting (Pages 1 - 20)
 - 3.2 Committee Business Statement (Pages 21 - 42)

3.3 Motions List (Pages 43 - 44)

4 PERFORMANCE MANAGEMENT

4.1 PERFORMANCE, MONITORING AND TARGET SETTING 2009/2010 - EPI/10/009 (Pages 45 - 64)

5 FINANCE

5.1 2009/2010 REVENUE BUDGET MONITORING - EPI/10/021 (Pages 65 - 76)

5.2 CAPITAL BUDGET PROGRESS REPORT - EPI/10/014 (Pages 77 - 90)

5.3 CAR PARKING INCOME - EPI/10/022 (Pages 91 - 100)

6 ENTERPRISE

6.1 APPLICATION FOR FUNDING FROM THE INTERNATIONAL TWINNING BUDGET 2009/2010 - EPI/10/003 (Pages 101 - 104)

7 PLANNING

7.1 GREENFERNS DEVELOPMENT FRAMEWORK AND MASTERPLAN - EPI/10/011 (Pages 105 - 112)

Would members please note that the framework, masterplan and impact assessments can be viewed at http://thezone/StrategicLeadership/PI/SL_stratlead_reports.asp

7.2 DESIGN REVIEW PROCESS - EPI/10/012 (Pages 113 - 128)

7.3 SCOTTISH SUSTAINABLE COMMUNITIES INITIATIVE - EPI/10/013 (Pages 129 - 134)

8 INFRASTRUCTURE

PROPOSED TRAFFIC ORDERS COMING TO COMMITTEE FOR THE FIRST TIME

- 8.1 AUCHINYELL GARDENS - BROOMHILL ROAD - CAIRNVALE TERRACE - GLENHOME TERRACE - GROVE CRESCENT - RIVERSIDE DRIVE - SHEDDOCKSLEY ROAD - STOCKETHILL MULTI-STOREY FLATS - SUNERT ROAD - HOWES ROAD - HUNTLY STREET - PITMEDDEN ROAD - EPI/10/001 (Pages 135 - 154)

TRAFFIC ORDERS AT THE MIDDLE STAGE OF THE PROCEDURE

There are no reports under this heading.

TRAFFIC ORDERS AT THE LAST STAGE (WHERE THE MAIN STATUTORY OBJECTION PERIOD IS OVER)

- 8.2 (1) THE ABERDEEN CITY COUNCIL (INCHGARTH ROAD/WESTERTON ROAD/PRIMROSEBANK AVENUE/PRIMROSEHILL AVENUE/PRIMROSEHILL ROAD/DEN OF CULTS/STATION ROAD/ASHFIELD ROAD/DEEVIEW ROAD SOUTH/PARK BRAE/PARK ROAD/LOIRSBANK ROAD/WEST CULTS ROAD) (20MPH SPEED LIMITS) ORDER 2009 (WITH ASSOCIATED SPEED CUSHIONS ON INCHGARTH ROAD) (2) THE ABERDEEN CITY COUNCIL (GOLF ROAD, BIELDSIDE, AND PITFODELS STATION ROAD) (20MPH SPEED LIMITS) ORDER 2009 (WITH ASSOCIATED SPEED CUSHIONS ON BOTH ROADS) - CG/11/135 (Pages 155 - 180)

OTHER TRANSPORTATION, ROADS AND PARKING ISSUES

- 8.3 CONTROLLED PARKING AREAS WORKING PARTY - MINUTE OF MEETING OF 10 DECEMBER, 2009 (Pages 181 - 186)
- 8.4 RECENT FLOODING INCIDENTS - EPI/10/005 (Pages 187 - 196)
- 8.5 Emergency Motion by Councillor Adam - This item will be taken as the first item of business on the agenda. (Pages 197 - 204)

"This Council condemns the total disregard the SNP/Liberal Democrat Administration has for the people of Aberdeen by making excuses rather than clearing the ice from City pavements. Seeks clarification on why people have been trapped in their homes. Seeks information on how many claims for injuries sustained by residents and tourists of the City are expected and the likely outcome of any claim following the Administration's inability to act in accordance with its statutory obligation. Seeks information why so many grit bins across the City were either empty or full of rubbish and to seek assurance from the Political Leadership of this Council that they provide Council with a full operating plan as to how they intend to ensure that this will not happen again and that the plan is published for public reassurance".

ITEMS NOT FOR PUBLICATION

9 **INFRASTRUCTURE**

OTHER TRANSPORTATION, ROADS AND PARKING ISSUES

9.1 **Glashieburn Flood Prevention Scheme** (Pages 205 - 212)

10 **HUMAN RESOURCES - BUSINESS CASE**

10.1 **6 MONTH EXTENSION TO EXISTING FIXED-TERM CONTRACT - EPI/10/024** (Pages 213 - 218)

Web Address: www.aberdeencity.gov.uk

Should you require any further information about this agenda, please contact Allison Swanson, tel. 522822 or email aswanson@aberdeencity.gov.uk

Agenda Item 3.1

ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE

ABERDEEN, 26 November, 2009. – Minute of Meeting of the ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE. Present:- Councillor Dean, Convener; Councillor McCaig, Vice-Convener; and Councillors Adam, Allan, Boulton, Clark, Corall, Cormack (as a substitute for Councillor Greig), Cormie, Crockett, Dunbar (as a substitute for Councillor Kevin Stewart), Jaffrey, Penny and Robertson.

From Article 10 onward, Councillor Farquharson joined the meeting as a substitute for Councillor Milne.

MINUTE OF PREVIOUS MEETING

1. The Committee had before it the minute of the previous meeting of 27 October, 2009.

The Committee resolved:-

to approve the minute as a correct record.

COMMITTEE BUSINESS STATEMENT

2. The Committee had before it a statement of pending and outstanding committee business, which had been prepared by the Head of Democratic Services.

The Committee resolved:-

- (i) to delete items 6 (Golden Square, Aberdeen – Car Parking Arrangements), 8 (City Development Company – Next Stage), 9 (Reporting Environmental Performance Measures), 18 (Pinewood/Hazledene, Countesswells Road – Future Use of Sites), 21 (2009/2010 Revenue Budget Monitoring), and 24 (The Aberdeen City Council (Various Roads in North Aberdeen (Traffic Management) Order 2009, subject to these matters being dealt with later on the agenda; and
- (ii) to otherwise note the updates contained therein.

MOTIONS LIST

3. The Committee had before it a list of outstanding motions which had been prepared by the Head of Democratic Services.

The Committee resolved:-

- (i) in relation to Motion 2 (Motion by Councillor Donnelly – call to introduce a levied 'Trades Annual Parking Permit') to note that a meeting of the Controlled Parking Areas Working Party had been arranged for 10 December 2009 to discuss this matter; and

- (ii) to otherwise note the list of outstanding motions.

PERFORMANCE, MONITORING AND TARGET SETTING 2009/2010 – EPI/09/119

4. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, which provided an update on the Enterprise, Planning and Infrastructure service performance as at September, 2009.

The report presented the key management information and performance indicators for the Enterprise, Planning and Infrastructure Service which consisted of the following four sections:- (1) a progress report from the Director; (2) a summary in the format of a performance indicator balanced scorecard and detailed information supporting those indicators being considered this cycle; (3) a monitoring statement for the Non Housing Capital Programme 2009/2010 as at 30 September, 2009; and (4) a table providing additional information on the performance of road defect repairs.

In relation to EPI304P (% of Street Light Repairs completed within 7 days), and the previous resolution of the Committee to request officers to provide a breakdown of the performance of repairs in the city centre in comparison with outlying areas, the Committee received an oral update from Mike Cheyne (Roads Manager) who explained that street light repairs for the city were undertaken by the three teams who each focused on a separate area e.g. north, south and central. As a result of staff absence in one of the teams, there had been a divergence in the performance across the areas. Each of the teams was now at capacity and the divergence in performance across the areas should now be corrected.

The Committee resolved:-

- (i) in relation to EPI304P (% of Street Light Repairs completed within 7 days) to note the oral update from Mike Cheyne, Roads Manager;
- (ii) in relation to EPI101P (Average Sickness Absence – EPI) to note that the target for the service had been amended to 10 days in accordance with the Committee's previous decision; and
- (iii) to otherwise note the performance to date.

2009/2010 REVENUE BUDGET MONITORING – EPI/09/120

5. With reference to article 7 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 27 October, 2009, the Committee had before it a joint report by the Director of Enterprise, Planning and Infrastructure and the City Chamberlain, which advised of the revenue budget performance for the current financial year to date as at 30 September, 2009. The paper confined itself to services relating to the Committee, outlined areas of risk that were immediately identifiable, and explained the responses to these.

Appended to the report was a summary monitoring statement for the revenue budget 2009/2010 which outlined the budget for the year, detailed the actual spend to 30 September, 2009, and explained any variances. The current financial

position reflected a projected overspend of £1.444m, less £437,000 of further savings which had been identified. The remaining overspend of £1.007m continued to be the subject of further targeted savings being identified by the service; progress on this aspect would be reported to the next meeting of the Committee on 12 January, 2010. In particular the report highlighted that, in light of the current downturn in building works in the city, income from building applications was not expected to meet the budget for the year. Similarly, planning application income had shown a significant downturn to date. Overall, the current forecast income for the year was £500,000 compared with a budget of £1.2m. To offset the impact of this, the management of vacant posts was being actively pursued as a source of savings and the service was continuing to work with other Heads of Planning and COSLA to lobby the Government for increases in planning fees.

The Committee resolved:-

- (i) to note the information on management actions and risks that was contained in the report;
- (ii) to instruct officers to continue to review budget performance and report on service strategies as required to ensure a balanced budget; and
- (iii) to note that officers would report on targeted replacement savings (to balance the projected current overspend) to the Enterprise, Planning and Infrastructure Committee at its meeting on 12 January, 2010.

CAPITAL BUDGET PROGRESS REPORT – EPI/09/121

6. With reference to article 8 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 27 October, 2009, the Committee had before it a joint report by the Director of Enterprise, Planning and Infrastructure and the City Chamberlain, providing an update on the progress made on various projects in the Non Housing Capital Programme previously approved by Council (and now aligned to the Enterprise, Planning and Infrastructure Services).

Appendix A to the report outlined the Non Housing Capital Programme projects aligned to the Enterprise, Planning and Infrastructure Services, and provided, for each project, the budget for 2009/2010, spend to the end of September 2009, and the forecast out-turn position. Comments on particular projects, where appropriate, were included in the narrative.

The report advised that the spend to the end of September 2009 reflected payments made and processed but not commitments made and due to be paid by the year end. Also, it had to be noted the budgeted figures included slippage from 2008/2009.

The Committee resolved:-

- (i) in relation to project 646 (Glashieburn Flood Prevention) to note officers assurances that a report on this matter would be submitted to the Enterprise, Planning and Infrastructure Committee at its meeting on 12 January, 2009;
- (ii) in relation to project 627 (Aberdeen Western Peripheral Route) to note that the forecast out-turn figure included the Council's contribution to the International School; and
- (iii) to otherwise note the content of the report in relation to the projects outlined at Appendix A.

OFFSHORE NORTHERN SEAS, STAVANGER, AUGUST, 2010 - EPI/09/122

7. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, which sought approval for the Councils participation in the Offshore Northern Seas (ONS) Conference and Exhibition 2010, (subject to the budgetary process) and the ONS Festival (subject to sourcing the necessary sponsorship) both of which would be held in Stavanger in August 2010. Approval was also sought for the attendance at the events by the Lord Provost, the Leader of the Council, and four officers.

The importance of attendance at the Conference and Exhibition (which had attracted in the region of 35,000 delegates in 2008) for the Council was outlined. The event was as an integral part of the Council's overseas trade development activities, and its ongoing business development and international positioning activities, which were intended to ensure economic growth and increased employment opportunities and improve the economic sustainability of the city. Attendance at the ONS Festival (which was held in the evening during the biannual ONS Conference and Exhibition) would also be an opportunity to celebrate 20th anniversary of Aberdeen's twin city link with Stavanger. Details of the Festival programme were provided.

With regard to financial implications of participation, it was advised that existing budgets covered the Councils participation at the biannual ONS Conference and Exhibition; this budget also included the attendance of the Council Leader and two officers. Attendance at the ONS Festival would have significant cost implications (potentially £60,000); it was therefore proposed that sponsorship from other sectors be sourced to cover these costs (as had been achieved in 2008). It was envisaged that packages would be devised that would offer sponsorship opportunities to a number of public sector bodies, private sector companies and media partners. However, it was thought not that one sponsor would be willing to cover all the costs of the event but that a mixture of sponsors would be required. Aberdeenshire Council would also be approached for their support in delivery of this initiative. In addition, it was proposed that £10,000 be allocated from the Twinning Budget to support attendance, and to allow for celebrations of the 20th Anniversary of the twinning link to Stavanger.

The report recommended:-

that the Committee:-

- (a) approve the participation of the Council in the ONS Exhibition and Conference subject to the budget process;
- (b) approve the participation of the city in the ONS Festival subject to the necessary sponsorship being raised;
- (c) approve the allocation of £10,000 from the twinning budget for use in participating in the festival subject to the budget process; and
- (d) approve the attendance of the Lord Provost, the Leader of the Council and four officers from Enterprise Planning & Infrastructure, to cover the full range of activities at the exhibition and festival.

The Convener, seconded by the Vice-Convener, moved that the recommendations be approved.

As an amendment, Councillor Allan, seconded by Councillor Adam, moved that the recommendations be approved except that the Leader of the Council should not attend.

On a division, there voted:- for the motion (11) – the Convener, the Vice-Convener, and Councillors Boulton, Clark, Corall, Cormack, Cormie, Dunbar, Jaffrey, Penny, and Robertson; for the amendment (3) – Councillors Adam, Allan and Crockett.

The Committee resolved:-

to adopt the motion.

APPLICATIONS FOR FUNDING FROM THE INTERNATIONAL TWINNING BUDGET 2009/2010 – EPI/09/041

8. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, outlining two applications for the financial assistance from the 2009/2010 International Twinning Budget.

The report recommended:-

that the Committee:-

- (a) approve a contribution of £4,100 towards travel for four delegates to Regensburg, and translation and marketing costs involved in the delivery of the arts workshops at Regensburg's Social Initiatives Christmas market; and
- (b) approve a contribution of £1,600 towards the costs of the civic dinner (20 participants) and accommodation and hospitality for the visit of the Mayor of Stavanger.

The Committee resolved:-

to approve the recommendation.

ABERDEEN CITY AND SHIRE ECONOMIC FUTURE PROJECT UPDATE – EPI/09/043

9. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, which provided project updates from the Aberdeen City and Shire Economic Future (ACSEF), the Aberdeen City and Shire Public Private Sector Partnership for Economic Development.

The Committee resolved:-

- (i) to note the actions being taken by ACSEF; and
- (ii) to receive reports on developments achieved by ACSEF at future meetings of the Committee.

CLIMATE CHANGE COMMITMENTS AND CARBON REDUCTION COMMITMENT - EPI/09/066

10. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, which sought approval for the Council to sign up to two national campaigns on climate change, namely:- 10:10 Commitment and the Prince's May Day Network. Details of the Council's obligations under the new mandatory national emission trading scheme "Carbon Reduction Commitment". Approval for the attendance of an elected member and officer at the Scottish event of the United Nations Climate Change Conference (COP15) in Copenhagen in December 2009, was also sought.

Details of both of the national campaigns were outlined as were the implications for the Council of committing to these. In particular regarding the Prince's May Day Network it was advised that, if the Council joined the network, it should make one or more of the following six pledges:-

Pledge 1: Measure and report your business' carbon emissions publicly, or to Scottish Business in the Community

Pledge 2: Manage your carbon emissions by developing a carbon action plan, including setting an absolute target

Pledge 3: Take action to reduce your business' carbon emissions

Pledge 4: Encourage employees to reduce their carbon emissions at home and at work

Pledge 5: Work in partnership with suppliers to reduce carbon emissions in the supply chain

Pledge 6: Encourage your customers to take action on climate change

Given the work the Council was already undertaking, it was recommended that the Council make pledges 1 to 4.

The Committee resolved:-

- (i) that the Council sign the 10:10 Commitment;
- (ii) that the Council sign the Prince's May Day Network and makes pledges 1 to 4(set out above); and
- (iii) to note the new National Carbon Reduction Commitment obligation, and instruct the Director of Corporate Governance to keep Members apprised of the potential financial impact of this obligation on the Council as more details became available.

CITY DEVELOPMENT COMPANY - EPI/09/058

11. With reference to article 11 of the minute of the meeting of the former Policy and Strategy Committee of 9 June, 2009, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, which provided an update on progress towards the establishment of an Aberdeen City Development Company (CDC).

A detailed overview of the economic context for Aberdeen was provided in which it was explained that the City Development Company would seek to remedy pockets of "market failure" within the City region, to contribute to the sustainable "macro"

economic future of the area, and to facilitate with partners the capturing of value for targeted beneficiaries, within a charitable/regeneration role.

The high level proposed principles of the CDC were set out and it was advised that these principles would be reflected within its proposed Articles of Association (as summarised in the report). The Articles of Association would be progressed for final approval by the Office of the Scottish Charity Regulator (OSCR) and City Solicitor in due course. The role, benefits and aims of the CDC were also outlined. The CDC was a mechanism to allow local authorities to use their assets to realise long-term investment from the private sector for regeneration projects.

With regard to the transferring of assets from the Council to the CDC, it was advised that, at present, Brodies had prepared a draft Heads of Terms which laid out the parameters upon which the Council and the CDC would transfer defined assets for the company project purposes. The Heads clearly outlined that the company should undertake the promotion and development of assets in terms of its charitable purposes and related objectives only, and in accordance with a business plan agreed between the Council and the company. Details of the relationship between the company and other initiatives and programmes being supported by the Council at this time was provided.

In terms of partnership arrangements, the Council had been advised that, at the moment, the founding members of the CDC could consist of Aberdeen City Council and Scottish Enterprise. The intended inclusion of ACSEF as a founding member was not possible while that body lacked "legal entity" status. There were two options for inclusion of ACSEF, whereby individual ACSEF Directors could become admitted Members conferred by the two founding members, or ACSEF became a legal entity prior to the incorporate of the City Development Company. It was anticipated that ACSEF would hold a Board Meeting in November 2009 at which this matter could be discussed. The Director of Enterprise, Planning and Infrastructure was progressing discussions with the Scottish Enterprise regarding their membership.

In relation to the CDC Board structure, it was advised that the Board would be separate from the Council and would consist of a maximum of twelve Directors. Of those the Council would be entitled to appoint a maximum of four positions. The Convener of the Enterprise, Planning and Infrastructure Committee and the Director of Enterprise, Planning and Infrastructure Service were requested to nominate private sector representatives to sit as a Chairperson, and as remaining Directors of Aberdeen City Development Company Board, following discussion with founding partners.

The CDC project was progressing well against its anticipated milestones and targets. The next steps in the critical path included the acquisition of consultancy support towards the development of the Business Plan and the submission of an application to the Office of the Scottish Charity Regulator for Charitable Status.

The Committee resolved:-

- (i) to note the progress to date in the development of the City Development Company partnership options;
- (ii) to authorise the City Solicitor to execute the Articles of Association as summarised at section 6.13 of the report, and submit the same to the Office

- of the Scottish Charity Regulator as part of the City Development Company's application for charitable status;
- (iii) to authorise officers to utilise the Office of Government Commerce (OGC) Multi-Disciplinary Consultancy Framework Agreement to obtain external business and financial planning consultancy support, subject to the outcome of an appropriate due diligence of the procurement method and contractual terms and conditions by the City Solicitor;
 - (iv) to authorise the Convener of the Enterprise, Planning & Infrastructure Committee, jointly with the Director of Enterprise, Planning & Infrastructure Service, to appoint the Chairperson and private sector representatives following discussion with the founding partners;
 - (v) in light of the previous Committee instruction, to approve the proposed process of establishment of a City Development Company Project Board, and that the composition of the Board be four elected members (three administration members and one opposition member) as Directors; and
 - (vi) to request officers to recirculate to Councillor Crockett the Mackay Consultant's Economic report for August 2009.

WIRE ROPE SUPPORT SYSTEM FOR BANNERS AND FESTIVE DISPLAYS ON UNION STREET – EPI/09/078

12. With reference to article 35 of the minute of the meeting of the former Resources Management Committee of 26 August, 2008, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, which informed of progress made to date regarding the structural assessment of the existing wire rope support system for banners and festive displays on Union Street, and advised on the development of proposals for necessary improvements to the system.

By way of background the report provided details of the current wire rope support system in place, and outlined the concerns that remained regarding the load carrying capacity of the system. As a result of these concerns, a remote monitoring system was installed to measure the service loads on the cables for both festive lights and banners. The data collected indicated that a maximum loading of two tonnes per rope was realistic for a fifteen year return period, and that this figure should be used for designing the improvements to the system. However, it was highlighted that the actual pull out capacity of the individual granite facing blocks (to which each rope end was anchored) was an unknown factor. Details of the improvements required were outlined.

Following completion of the proposed improvements, monitoring of the improved system would continue, and be used to ensure that any adjustments did not overstress the system. The monitoring system would also be used to check that all ropes were at the correct level of pre-tension. Also, until such time as the improvements were carried out, the remote monitoring system would be used in conjunction with inspections and weather forecasts to manage risks to the existing support system.

With regard to financial implications, it was advised that estimated capital funding of £70,000 would be required to implement the necessary improvements (excluding any legal costs that might be incurred), as well as anticipated revenue costs of

£1500 for annual inspection and monitoring costs. In addition, because the new fixings and ropes had a limited service life, it was recommended that a rolling programme of fixings and rope renewal be established from year five following the improvement works. The estimated cost of the rolling programme was £5,000 per annum.

The Committee resolved:-

- (i) to instruct the appropriate officers to approach the building owners affected by the proposals and to progress any necessary legal agreements;
- (ii) to refer the report to the Finance and Resources Committee for consideration of funding from the Non-Housing Capital budget to allow the necessary improvements to proceed;
- (iii) to note the requirements for the ongoing inspection and maintenance of the ropes;
- (iv) to approve the adoption of a rolling programme of rope and fixings renewals, and to instruct officers to submit a bid for funding from the revenue budget to cover this programme; and
- (v) to instruct officers to include a statement of the Safe Working Load for the ropes in all future contracts for supplying and erecting displays of lights and banners on the ropes.

PINEWOOD AND HAZLEDENE - EPI/09/116

13. With reference to article 59 of the minute of the meeting of the Finance And Resources Committee of 17 September, 2009, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, which advised of the planning implications of delaying the marketing of Council-owned housing sites at Pinewood and Hazledene.

The current and future planning position regarding the two Council owned sites at these locations was outlined, as were the requirements placed on local authorities from the National Planning Policy. The main issues arising from any delay in marketing the sites was that objectors and developers promoting competing sites could argue that the sites were not effective. This was already the case with Pinewood and Hazledene. There were a number of possible consequences here and details of each were provided.

In summary, the report advised that marketing Council owned allocated sites would show that the Council was committed to their delivery. This removed arguments that the sites were constrained, and ensured that they were part of the five year effective supply, and that the Council met its statutory requirements. It would also help to demonstrate in future that the Council was leading by example, and that the Council was willing to deliver other sites proposed in future plans, such as the new Local Development Plan, which could thereby gain greater credibility. The risk of appeals, with their associated costs would also be reduced. Finally, increasing the supply of family housing, including affordable housing, and reducing movement out of the city, would be consistent with the Structure Plan.

The Committee resolved:-

- (i) to refer the report to the Finance and Resources Committee Information Bulletin; and

- (ii) to otherwise note the report.

GOLDEN SQUARE CAR PARK

14. With reference to article 13 of the minute of the meeting of the former Policy and Strategy Committee of 2 September 2008, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure recommending the advertisement of a traffic order to bring within existing controlled parking regimes the central area of Golden Square.

It was also proposed that officers continue discussions with the Royal British Legion on a range of issues arising from their traditional (but informal) involvement with parking arrangements at this location, and to report back on these, but otherwise to prepare a bid for capital funding from the 2010/2011 capital plan on the basis of a spend to save to cover the cost of carrying out works to allow the enforcement of a traffic order.

In the course of discussions, and in response to a question from Councillor Cormie, the officials confirmed that residential entitlement here would be in line with the existing rules for the rest of the zone, namely, a limit of one permit per household.

The Committee resolved:-

- (i) to approve the recommendations outlined above but to decline meantime to approve particular details about charging and time limitation, and to affirm simply that the traffic order be advertised in such a way as to ensure that such arrangements be consistent with other city centre parking arrangements at the time in question.

GRAMPIAN ROAD/GLENBERVIE ROAD – ACCOMODATION ROAD/BEACH ESPLANADE – PARK BRAE, CULTS – QUEENS ROAD/HAZLEDENE ROAD – INCHGARTH ROAD – KINGSWELLS BYPASS/ACCESS ROAD TO FAIRLEY ROAD – ADELPHI LANE – NORTH DEESIDE ROAD, CULTS

15. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure providing an account of traffic management measures considered necessary at the above locations. Waiting restrictions were proposed at Grampian Road/Glenbervie Road, Park Brae in Cults, and at Queens Road/Hazledene Road. A loading ban was intended at North Deeside Road and a 30 mph speed limit at Inchgarth Road. Prohibitions of left and right turns respectively were recommended for Accommodation Road/Beach Esplanade and the Kingswells bypass location. Finally, at Adelphi Lane, limitations on pedestrian access were linked to the current right of way extinguishment order.

The Committee resolved:-

to request the officials to carry out preliminary statutory consultation and legislation to provide for these schemes, to move straight to substantive statutory advertisement if there were no significant preliminary responses, and thereafter to report back.

DECLARATION OF INTEREST

Councillor Dunbar declared an interest in the subject matter of the following article by virtue of her status as a shareholder in Tesco. Councillor Dunbar did not consider it necessary to withdraw from the meeting.

VICTORIA STREET, DYCE – PROPOSED ZEBRA CROSSING WITH ASSOCIATED PROHIBITION OF WAITING AT ANY TIME

16. With reference to minute of meeting of the Committee of 27 October, 2009 (Article 16 refers) there had been circulated a report by the Director of Corporate Governance presenting detailed observations prepared by the roads officials on the basis of fresh traffic surveys exploring the need for a zebra crossing at Victoria Street in Dyce.

It was recalled that associated waiting restrictions at the location had been included in The Aberdeen City Council (Various Roads in North Aberdeen) (Traffic Management) Order 2009. The Committee had approved this order on 27 October with the exception of its Victoria Street provisions. This had been because of a request from one of the local members, Councillor Clark, that further investigations be carried out in this case, whereupon the legislation had been approved with the exception of that element.

In the course of discussions, Councillor Clark acknowledged the case made in the technical report but suggested that the need for this crossing should have been brought out in the course of the planning process.

The Committee resolved:-

that the intended crossing be affirmed and the associated prohibition of waiting at any time be approved to the effect that the Aberdeen City Council (Various Roads in North Aberdeen) (Traffic Management) Order 2009 was now able to be implemented fully, and as originally advertised.

STRATEGIC TRANSPORTATION PROJECTS

17. With reference to article 12 of the minute of the meeting of the former Policy and Strategy Committee of 9 June 2009, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure providing a detailed account of progress to date on strategic transportation projects. These projects flowed from the development of the Regional Transport Strategy (RTS), which was produced by NESTRANS, and the Council's own Local Transport Strategy (LTS).

The report recommended:-

that the Committee –

- (a) acknowledge and agree the content of the circulated report in relation to all the projects identified, including the programmes and key milestones outlined in it;

- (b) note and approve in principle the findings of the study into the use of High Occupancy Vehicle (HOV) Lanes and Large Vehicle (LV) Lanes;
- (c) agree that a medium length HOV lane be progressed as a trial as soon as the Western Peripheral Route and the A90 Park & Choose were in place, and that consideration be given to traffic signal detection of large vehicles heading southbound on Wellington Road (rather than a trial LV lane);
- (d) agree to the removal of Item 203 (work with the Dyce Transport Management Organisation (TMO) to introduce workplace parking charges at employment locations) from the Regional Transport Strategy Bus Action Plan, as requested by NESTRANS;
- (e) welcome and agree the content of the NESTRANS Delivery Plan with the exception of Item 203 (as above);
- (f) instruct officers to take the Delivery Plan into account in the future preparation of transportation related non-housing capital and revenue budgets;
- (g) acknowledge the work done to date on the future operation of Park and Ride;
- (h) instruct officers to continue to work with partners to identify the levels and standards of future Park and Ride services to be specified in a potential tender document, including the best method(s) of service delivery and procurement;
- (i) instruct officers to provide regular updates on the progress of the future operation of Park and Ride, including referral to the Finance and Resource Committee as soon as the detail of any financial implications had become known;
- (j) note the 2008 air quality monitoring results as detailed in the Updating and Screening Assessment report of July 2009, and instruct officers to continue to develop a new Air Quality Action Plan; and
- (k) note the consultation response to the Aberdeenshire Council Draft Bus Information Strategy.

The Convener, seconded by the Vice-Convener, moved approval of these recommendations.

Councillor Allan moved as an amendment, seconded by Councillor Adam:-

that recommendations (d), (g), (h), (i), (j) and (k) be approved but that recommendation (a) be approved with the exclusion of the phrase "in relation to all of the projects identified", recommendation (b) be approved with the exclusion of the phrase "and approve in principle" and recommendations (c), (e) and (f) be deleted.

On a division, there voted:- for the motion (12) – the Convener; Vice-Convener; and Councillors Boulton, Clark, Corall, Cormack, Cormie, Dunbar, Farquharson, Jaffrey, Penny and Robertson; for the amendment (3) – Councillors Adam, Allan and Crockett.

The Committee resolved:-

to adopt the terms of the motion.

BERRYDEN CORRIDOR – TRANSPORT INFRASTRUCTURE IMPROVEMENTS

18. With reference to article 13 of the minute of the meeting of the former Policy and Strategy Committee of 4 September 2007, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure presenting an extremely detailed Option Appraisal report (with full supporting documentation) for action to improve the Berryden corridor. This report recommended approval of the preferred option for progression to detailed design (i.e. the so-called “Do Something” option for the corridor, in association with a bus gate on Bedford Road), and that the officials report back on detailed design, costs and programming.

The Convener, seconded by the Vice-Convener, moved approval of these recommendations.

Councillor Allan moved as an amendment, seconded by Councillor Adam:-

that all earlier proposals for road improvements in this area now be re-examined, that the need to prioritise the maintenance of the current road network be recognised, and that the Scottish Government be pressed for an early response on the question of improvements at the Haudagain roundabout.

On a division, there voted:- for the motion (12) – the Convener; Vice-Convener; and Councillors Boulton, Clark, Corall, Cormack, Cormie, Dunbar, Farquharson, Jaffrey, Penny and Robertson; for the amendment (3) – Councillors Adam, Allan and Crockett.

The Committee resolved:-
to adopt the motion.

DECLARATION OF INTEREST

Councillor Crockett declared an interest in the subject matter of the following article by virtue of his role as a researcher/policy advisor to Lewis MacDonald MSP. Councillor Crockett did not consider it necessary to withdraw from the meeting.

(1) ACCESS FROM THE NORTH – AN INTEGRATED TRANSPORT SOLUTION (2) ACCESS FROM THE NORTH PROPOSALS “THIRD DON CROSSING”

19. With reference to article 35 of the minute of the meeting of the former Resources Management Committee of 4 December 2007, and article 12 of the minute of the meeting of Council of 20 May 2009, there had been circulated two reports by the Director of Enterprise, Planning and Infrastructure on the above matters. The first of these reports advised the Committee of the outcomes from the study to develop “An Integrated Transport Solution” for access to Aberdeen from the north. This study developed sustainable transport solutions to improve access to and from the north of the city, supporting national, regional and local policy objectives for modal shift and reduced levels of car use. The study also sought to “lock in” the benefits of the proposed Third Don Crossing.

The second report proposed amendments to the cycling provisions for the Third Don Crossing, as well as a minor realignment to the road line to increase the distance between it and flats (at Grandholm Village) built after selection of the original line.

In respect of this, the combined recommendations were that the Committee:-

- (a) note the work carried out to date and outlined in the full study report;
- (b) approve in principle the pedestrian, cycling and public transport measures identified in that report as part of a programme of sustainable transport measures to improve access from the north of the city;
- (c) instruct the appropriate officials to progress the detailed design and delivery of those measures with the Third Don Crossing Programme, the Berryden Corridor Improvements Programme and other programmes about to be undertaken through routine traffic management and road safety plans;
- (d) request a regular report back on progress in these matters, including the development of a Delivery Programme;
- (e) approve the revised cycling arrangements; and
- (f) approve the realignment of the proposed road line in the vicinity of the new flats at Grandholm Village, all as outlined in the circulated papers.

The Convener, seconded by the Vice-Convener, moved these combined recommendations.

Councillor Crockett moved as an amendment, seconded by Councillor Adam:-

that no action be taken on the recommendations and that officers be requested to investigate sustainable transport measures *other than* a Third Don Crossing.

On a division, there voted:- for the motion (12) – the Convener; Vice-Convener; and Councillors Boulton, Clark, Corall, Cormack, Cormie, Dunbar, Farquharson, Jaffrey, Penny and Robertson; for the amendment (3) – Councillors Adam, Allan and Crockett.

The Committee resolved:-

to adopt the motion.

FLOOD RISK MANAGEMENT (SCOTLAND) ACT 2009

20. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure outlining the new responsibilities (listed at appendix A to the report) of the Council under the above legislation.

The indicative average additional costs to local authorities for implementing the Act were:- £1,140 for the period 2010/2011 up to 2014/2015, £240,000 per annum post 2015, and £10,000 per annum for local authority functions and new statutory processes. No additional funding had been made available by the Scottish Government to implement the requirements of the Act.

The Committee resolved:-

- (i) to note the responsibilities placed on local authorities by the new Act, and also the indicative costs involved;
- (ii) to request a further report in due course with details of staffing and other resource implications;
- (iii) to authorise the use of funding from the roads revenue budget to meet the cost of implementing the Act in the present financial year; and
- (iv) to refer the matter, and its cost implications, to the budget process.

KINGSWELLS PARK AND RIDE INSTALLATION OF VEHICLE HEIGHT CONTROL BARRIERS - EPI/09/080

21. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, which sought approval for the installation of vehicle height control barriers on the access roads to the Kingswells Park and Ride.

Over recent years there had been numerous incidents where members of the travelling community had used the Kingswells Park and Ride car park as an unofficial stopping site. This had led to complaints and concerns from other car park users, and to the local community council petitioning the Council for action on this matter. The barriers proposed would prevent caravans and mobile homes accessing the car park but would allow authorised service vehicles to take access via a lockable gate. Appended to the report was the equality and human rights impact assessment for this matter, and a general arrangement plan.

The Committee resolved:-

to note the reasons for installing the barriers and approve their installation at the earliest possible opportunity.

ABERDEEN WESTERN PERIPHERAL ROUTE - ACCEPTANCE OF TENDERS - EPI/09/123

22. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, which discussed the arrangements for acceptance of tenders for ongoing works and services required for the Aberdeen Western Peripheral Route (AWPR) in advance of the main construction works.

By way of background the report advised that in April 2003, Scottish Ministers announced that the AWPR would be promoted by the Scottish Executive (now Scottish Government) as a trunk road within a funding partnership of the Executive, Aberdeen City Council and Aberdeenshire Council. Under the terms of Section 4 of the Roads (Scotland) Act 1984, Aberdeen City Council was the Appointed Agent for the Scottish Ministers. The Agency Agreement required the Council to procure all necessary contracts and services required to deliver the AWPR in co-operation and consultation with Aberdeenshire Council. Previously the award of contracts and services related to the design process of the AWPR had been subject to dispensation approved by Council at its meeting on 9 March 2009. However, as the AWPR moved towards the next phase of project development there would be a

need to procure further services and advance works in preparation for the main construction contract. These could be considered as advanced works and services related to the main construction (rather than design), and accordingly there was a need to have an appropriate approval system in place. At present Scottish Ministers were currently considering the Reporter's report prior to making announcement on the proposed scheme. An outcome in favour of the preferred route would allow the Scottish Ministers to make the Orders which would then be laid before the Scottish Parliament for final approval.

In order to avoid delays in the procurement process, it was recommended that powers were delegated to the Corporate Directors of Enterprise, Planning and Infrastructure and Corporate Governance, with the consent of the City Solicitor and City Chamberlain and in consultation with the Conveners of the Enterprise, Planning and Infrastructure and Finance and Resources Committees, to accept the most economically advantageous tenders for various advanced works and services required for the AWPR, subject to the receipt of approvals from other funding partners. Delegation of the powers recommended would require the suspension of Standing Orders 75 and 76 to the extent necessary to permit the delegation of powers.

Members were also asked to authorise the use of external Framework Agreements, if appropriate, by delegating powers to the same officers to award a contract via a Framework Agreement. This was subject to the caveat that the use of a Framework would require to be preceded by an assessment of its suitability, the robustness of the procurement process undertaken by the procuring organisation, and full due diligence of the standard contractual terms and conditions applicable to the Framework by the City Solicitor. This would ensure that the Council was not exposed to any legal risk arising from the procurement process or contractual terms, or alternatively, would identify any such risks thereby enabling an informed decision to be made in terms of whether the risk could be managed. The recommendations were necessary to ensure that the project was being developed within a delivery timescale to meet the stated aim of the Scottish Ministers. To achieve this timetable, officers would strive to ensure, where possible within the constraints in which they operated, that the potential for delays to the project was minimised. The standard procedure of reporting each contract to the appropriate Committee would invariably lead to delays in the approval process which could then have an impact upon the overall programme.

In the event where the estimated value of the works or services exceeded the EU procurement threshold for local authorities, the works or services would be procured in accordance with the Public Contracts (Scotland) Regulations 2006, with advertisement in the Official Journal of the European Union (OJEU). The anticipated works or services were as follows:-

Works and Services	Indicative Value
Financial consultancy services	£1,000,000
Legal consultancy services	£500,000
Non-invasive archaeological advanced works	£150,000
Main archaeological advanced works	£2,850,000
Advanced landscaping works	£150,000
Supplementary ground investigation	£500,000
Hydrological monitoring	£150,000

Different arrangements would be necessary for the procurement and award of the main construction contract and this would be the subject of further reports to the relevant committee.

In the course of discussions, Councillor Boulton proposed the following addendum to the recommendations detailed above, namely, “that there be no further tender for works until final approval for the AWPR had been announced by the Scottish Ministers”.

The Committee resolved:-

- (i) to approve the suspension of Standing Orders 75 and 76 to the extent necessary to permit the delegation of powers;
- (ii) to delegate the power to accept the most economically advantageous tenders for various advanced works and services required for the AWPR to the Corporate Directors of Enterprise, Planning and Infrastructure and Corporate Governance, with the consent of the City Solicitor and City Chamberlain and in consultation with the Conveners of the Enterprise, Planning and Infrastructure and Finance and Resources Committees, subject to the receipt of approvals from other funding partners;
- (iii) to delegate power to the Corporate Directors of Enterprise, Planning and Infrastructure and Corporate Governance, with the consent of the City Solicitor and City Chamberlain, to utilise Framework Agreements where appropriate, subject to consultation with the Conveners of the Enterprise, Planning and Infrastructure and Finance and Resources Committees, and to the receipt of approvals from other funding partners; and
- (iv) that there would be no further tender for works until final approval for the AWPR had been announced by the Scottish Ministers.

JET PATCHERS – ROAD REPAIR MACHINE - EPI/09/136

23. With reference to article 5 of the minute of the meeting of the former Continuous Improvement Committee of 24 February 2009, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, which reviewed the operation, effectiveness and benefits of the Jetpatcher road repair machine, and presented future options for increasing the output and costs for the operation.

The effectiveness and costs of the Jetpatcher in comparison with the deferred set patching and structural permanent patching were outlined in this report. With an operating cost of approximately £3,600 per week or £98 per hour (plus additional costs for Traffic Safety and Control which could add about £300 to the weekly bill) the Jetpatcher had proved effective at providing a lasting repair to both deep and shallow pot holes, as well as sealing crazed areas of carriageways. Appended to the report were details of the number of total repairs on a weekly basis and an example of the weekly work, including the number of pot holes repairs, hours operated and quantity of materials used.

In order to maintain the effectiveness of the operation and in order to keep pace with the ever increasing number of potholes the following options were being considered:-

1. Purchase a second Jetpatcher – this would have immediate capital budget implication of approximately £140,000. There would be a revenue cost of £3,600 per week to the revenue budget to cover operational costs.
2. Increase the operating hours of the existing Jetpatcher. It would be possible to do this by extending the working day and working at weekends. This would increase the output of the operation with no further Capital Budget implications. The revenue costs would be as follows:- Labour (48 hour week) - £2,000; and Plant (capital costs covered in 37 hour but increased running costs) - £1,300; and Material - £900. This gave an operating cost of £88 per hour.
3. Increase the operating hours of the existing Jetpatcher by double shifting the operation. This would effectively double the output of the operation with no further capital budget implications. The revenue costs would be as follows:- Labour (24 hour week) - £3,000; Plant (capital costs covered in 37 hour but increased running costs) - £1,600; and Material - £1,600. This gave an operating cost of £84 per hour. This double manning of the machine would require to train up additional operators.
4. Increase the output of the Jetpatcher by reducing the lost time operations. This could be done by providing an additional squad to carry out the fit up for the repairs ahead of the machine:- (a) remove or protect the vehicles in the locus; (b) carry out preparatory works ahead of operation; and (c) tidy up behind the operation. There would be a revenue budget cost of £1,600 for this resource operating normal hours. This would be increased to £2,800 to work alongside the Jetpatcher, if it was working extended hours. At present the Council could not justify this additional cost to output.

The Committee resolved:-

- (i) to note the current Jetpatcher operations; and
- (ii) to note the options available to increase the number of repairs undertaken against a background of prudent financial management as part of the 2010/2011 budget process.

FLEET MANAGEMENT INFORMATION SYSTEM - EPI/09/135

24. With reference to article 30 of the minute of the meeting of the former Resources Management Committee of 10 March, 2009, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, which provided an update on the outcome of a tendering exercise undertaken to identify the preferred bidder for a replacement fleet management information system, and requested permission to award the contract to the preferred bidder.

The invitation to tender for a new fleet management system had been issued on 25 September 2009, and two tenders had been received. Following the evaluation exercise of the submissions (the assessment factors used in the evaluation were outlined, as were the prices/cost of services submitted by the bidders and scores allocated), company A (Civica UK Ltd) had achieved the highest score and had been identified as the preferred bidder .

The Committee resolved:-

- (i) to approve the capital spend from existing budget allocation; and
- (ii) to approve awarding the contract with the preferred bidder (Civica UK Limited) for the procurement and implementation of a replacement fleet management information system.

EXEMPT INFORMATION

The Committee resolved in terms of Section 50(B)(4) of the Local Government (Scotland) Act 1973 to exclude the press and public from the meeting during consideration of the following item of business so as to avoid disclosure of exempt information of the class described in the paragraph 6 of Schedule 7(A) to the Act.

MATTER OF URGENCY

The Convener intimated that she had directed in terms of Section 50 (B) (4) (b) of the Capital Local Government (Scotland) Act 1973 that the following item of business be considered as a matter of urgency to comply with an outstanding decision of the former Resources Management Committee which required that a report from the Board of the AECC be presented to Committee each cycle.

DECLARATION OF INTEREST

The Convener declared an interest in the subject matter of the following article by virtue of being the Council's representative of the Board of the Aberdeen Exhibition and Conference Centre. The Convener did not consider it necessary to withdraw from the meeting.

ABERDEEN EXHIBITION AND CONFERENCE CENTRE LIMITED - EPI/09/107

25. With reference to article 46 of the minute of the meeting of the former Resources Management Committee of 5 May, 2009, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, which informed of the summary trading and budget deficit position of Aberdeen Exhibition and Conference Centre Limited for the period to 31 August, 2009.

The Committee resolved:-

- (i) to note the contents of the report; and
- (ii) to request that future reports on this matter include benchmarking figures for other exhibition centres across the UK.

- COUNCILLOR DEAN, Convener.

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ENTERPRISE, PLANNING AND INFRASTRUCTURE

COMMITTEE BUSINESS

12 January, 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.	Area Committee Central 16/04/08 article 9 & 19/11/08 article 11	<u>University of Aberdeen – Old Aberdeen Campus – Informal Consultation on Controlled Parking Zone</u>	<p>The detailed design of the controlled parking Zone will be completed by the end of May 2009 and then the scheme requires to go out for Public Advert.</p> <p>Further consultation is still required to be carried out with the key stakeholder groups before the scheme goes out to Public Advert.</p> <p>Consultation with the key community groups has been completed and the Public Advert will be going out from 4/11/09 to 9/12/09. The final report on the proposals will go back to Committee in early 2010. However this will depend on the level of objections received.</p>	Head of Service Roads	27.05.09	20.04.10

<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>
2.	Area Committee Central 01/04/09 article 9	<p><u>Lane Gating at the Adelphi</u> The Committee resolved:- (i) to instruct officers to commence with a Right of Way Extinguishment Order, the first steps of which involve public consultation; and (ii) to request that a report be brought back to the Committee with the results of the consultation process.</p>	<p>The community Safety Manager has held public consultation meetings in June 2009. The community were supportive of the proposal to restrict access. The consultation identified various issues that need to be worked through with various stakeholders including the factor and residents at 21 & 22 Adelphi and 2 businesses with entrances onto Adelphi Lane. This work is continuing and the statutory consultation will follow satisfactory conclusions to these issues.</p> <p>At its meeting on 26 November, 2009, the Committee agreed to commence the legal process for the lane gating at the Adelphi. Also on 5 January 2010 two alcoves at 22 Adelphi will be blocked up because of long standing concern about anti social activity at the location. Further consultation on potential gates at around 21 and 22 Adelphi to restrict access from Shiprow depends on finding sufficient finance for the works. It may be that there is no further report other than the one about Adelphi Lane.</p> <p>Recommended for removal.</p>	Head of Service Roads	August 2009	

<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>
3.	Area Committee Central 27/05/09 article 8	<p><u>Old Aberdeen Traffic Management – College Bounds/University Road – Junction options</u></p> <p>The Committee resolved to note the options, to request officers to carry out further consultation (with local residents, affected businesses, Old Aberdeen Community Council, and the University of Aberdeen), to report back after the summer recess, but, at this stage, to express an initial preference for a camera system.</p>	<p>Further consultation is still required to be carried out with the key stake holder groups and local businesses.</p> <p>The deadline for objections to the public advert stopped on 8 December 2009, and it is anticipated that a final report would be submitted to the Committee at its meeting on 20 April 2010.</p>	Head of Service Roads	27.10.09	20.04.10
4.	Area Committee South, 17.04.08 Article 8	<p><u>The Aberdeen City Council (Various Roads in Aberdeen) (Area South) (Traffic Management) Order 2008</u></p> <p>The Committee resolved to approve the order for implementation with the exception of Bingham Crescent consideration of which was deferred until the next meeting.</p>	<p>Bingham Crescent is being kept for a future order; the roads officials will negotiate with local residents to achieve a new, more propitious balance for the location. This item requires direct consultation with local residents which has not yet been possible to advance.</p> <p>The Public advert will be going out and a final report will be submitted to the Committee at its meeting on 23 February, 2010.</p>	Head of Service Roads	20.11.08	23.02.10

<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>
5.	Area Committee South, 28.05.09 Article 12	<p><u>South College Street Improvement Traffic Management Associated Proposals</u></p> <p>The Committee resolved to note the preliminary consultative responses and to instruct officers to progress to public advertisement and report back thereafter.</p>	The traffic management proposals and public advert for this scheme have been put on hold due to the recent changes to the non housing capital budgets.	Director of Enterprise, Planning and Infrastructure	27.10.09	Dependent on the allocation of capital funding
6.	Environment and Infrastructure 27.09.04 Article 56	<p><u>Golden Square, Aberdeen – Car Parking Arrangements</u></p> <p>The Committee agreed to request officials to develop consultation and negotiation with all those affected by this matter, in conjunction with the preparation of more detailed possible plans, these to include an assessment of the impact of extending pay and display charges at the location, but that it would not be appropriate to go as far as the preliminary advertisement of a traffic order at this stage, and that a report back be placed before the Committee at its next meeting on the outcome of discussions with local residents and businesses, and also the Royal British Legion.</p>	<p>On 2 September 2008, the Policy and Strategy Committee resolved: - to take no further action with regards to the feasibility of providing an underground car park at Golden Square; instructed the Head of Shelter and Environment, Neighbourhood Services (Central Area) to carry out a review of the parking arrangements at Golden Square as part of the forthcoming car park review, in conjunction with the Head of Planning and Infrastructure and report back; and instructed the City Solicitor to negotiate with the British Legion with regard to their interest in Golden Square and report back.</p> <p>At its meeting on 26 November 2009, the Committee resolved amongst other things to:-</p>	Head of Service Roads	20.04.10	20.04.10

<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>
			<p>(i) to approve the advertisement of a traffic order to bring within existing controlled parking regimes the central area of Golden Square; and</p> <p>(ii) that officers continue discussions with the Royal British Legion on a range of issues arising from their traditional (but informal) involvement with parking arrangements at this location, and to report back on these, but otherwise to prepare a bid for capital funding from the 2010/2011 capital plan on the basis of a spend to save to cover the cost of carrying out works to allow the enforcement of a traffic order.</p> <p>A report on the initial statutory consultation will be submitted to the Committee at its meeting on 20 April 2010.</p>			

<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>
7.	Resources Management Committee 05.02.09 article 34	<p><u>Car Parking Charges</u></p> <p>The Committee noted a report which provided an update on various issues in relation to car parking charges and noted that a further report on the outstanding issues, namely (1) the number of permits per household; (2) the steps required to introduce proposals which gave priority on the basis of environmental impact; and (3) changes to national legislation on parking fines, would be required</p>	<p>The resources have been focussed on ensuring the approved changes were in place for 1 April which meant that the outstanding tasks were not able to be completed in time for this meeting.</p> <p>The Controlled Zones Working Group has a meeting scheduled for early May and so it will have the opportunity to consider some of the items prior to a report coming back before the Committee after the summer recess.</p> <p>The minute of the meeting of the Controlled Zones Working Group of 10 December 2009, is on the agenda.</p> <p>Recommended for removal.</p>	Head of Service Roads	01.09.09	12.01.10 – Minute of Controlled Zones Working Group

<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>
8.	Resources Management Committee 28.08.07 article 48	<p><u>Energy Futures Centre</u></p> <p>The Committee authorised officers to work with the Aberdeen Renewable Energy Group to develop an options appraisal and outline business case, and instructed a report to a future meeting on the outcome.</p>	<p>The outline business case is currently being updated due to current economic conditions. An industry support team is being developed to promote and raise finance for the project.</p> <p>An outline business case has been prepared but not yet accepted. We are of the opinion that A) the business case can be improved by some more innovative thinking/a different perspective B) that the involvement of the oil and gas industry will be critical to the project and also could bring the different perspective that could improve the business case.</p> <p>We are therefore taking a period to engage with representatives of the oil and gas industry in the expectation that although this delays reporting, it will improve the deliverability of the project.</p> <p>An information bulletin on this matter was submitted to the Committee at its meeting on 27 October, 2009.</p>	Head of Economic and Environmental Sustainability	04.12.07	20.04.10

<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>
9.	Enterprise, Planning and Infrastructure Committee 01.09.09 article 4	<p><u>Aberdeen City and Shire Film Office</u></p> <p>The Committee resolved to approve funding at a reduced amount of £10,000 (formerly £20,000), this to be vired from a vacancy in Economic Development, and to request that a full business case for the work of the office be submitted in relation to future proposals for its financial support.</p>	A report will be submitted to the Committee at its meeting on 23 February, 2010, and officers hope to present a business case to fund for the year 2010/11.	Head of Economic and Environmental Sustainability	26.11.09	23.02.10
10	Enterprise, Planning and Infrastructure Committee 01.09.09 article 11	<p><u>Aberdeen City Council Nature Conservation Strategy 2010/2015 – Final Draft</u></p> <p>The Committee resolved to approve the release of the strategy for public consultation and to look forward to its subsequent resubmission for final adoption in the light of that process.</p>	<p>The Final Draft Aberdeen City Council Nature Conservation Strategy 2010-2015 went out for consultation on Monday 7 September for 8 weeks. It ends today 2nd November at 5pm. Once all the comments have been reviewed and taken into consideration, the final strategy will be prepared and then submitted to the EP&I committee meeting on the 12 January 2010 for final adoption.</p> <p>This strategy sits under the remit of the Housing and Environment Committee; a report on this matter will be submitted to this Committee for approval – recommended to transfer this item to the H&E Committee business statement.</p>	Head of Economic and Environmental Sustainability	26.11.09	11.01.10 – Housing and Environment Committee

<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>
11	Enterprise, Planning and Infrastructure Committee 01.09.09 article 12	<p><u>Guild Street – Church Street (Woodside) – Powis Place – Urquhart Place – Wellington Road – Craigshaw Road – Shepherd Place – Maberly Street</u></p> <p>The Committee resolved to request the officials to carry out preliminary statutory consultation on legislation to provide for these schemes, to move straight to substantive statutory advertisement if there were no significant preliminary responses, and thereafter to report back.</p>	<p>These proposals are still going through the legal process and the results will, at the earliest, be reported back to the Committee at its meeting on 12 January, 2009.</p> <p>The Public advert will be going out and a final report will be submitted to the Committee at its meeting on 20 April 2010.</p>	Head of Service Roads	26.11.09	20.04.10
12	Enterprise, Planning and Infrastructure Committee 01.09.09 article 17	<p><u>Disabled Persons' Parking Places (Scotland) Act 2009</u></p> <p>The Committee resolved:-</p> <p>(i) that the Council's obligations under the legislation be pursued as outlined in the report, with a further report back in October, 2009 ; and</p> <p>(ii) that Aberdeen City Council write to the Minister for Transport, Infrastructure and Climate Change at Holyrood, and also to COSLA, NESTRANS and SCOTS (the Society of Chief Officers for Transportation in Scotland), outlining its serious concern about this situation, calling for significant financial support to enable local</p>	<p>Guidance is being sought from Scottish Government & SCOTS as to whether a method of introducing mandatory bays without traffic orders may be possible and if the current bay signs and markings could be formalised temporarily. A decision is also awaited as to the markings and signs which will be required as a national standard. Until such information is at hand more detailed costs could only be a rough estimate.</p> <p>In the meantime applicants' eligibility is checked and site visits made. Applicants are notified that implementation is delayed pending the further information</p>	Head of Democratic Services Head of Service Roads	27.10.09	20.04.10

<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>
		<p>authorities to deal with their new obligations, and exploring lines of enquiry that could ameliorate some of the worst difficulties now being confronted.</p>	<p>required. A report to the Committee will be submitted for the November or January deadline once the guidance information has been received.</p> <p>The Head of Democratic Services wrote to the Minister for Transport, Infrastructure and Climate Change – Stewart Stevenson MSP – setting out a range of arguments reflecting the concerns expressed at the previous meeting of this Committee. Just recently we have had sight of a response from the Minister – not actually to us, but to SCOTS – in which there is significant cause for optimism the Senior Committee Services Officer (Roads Legislation) will elaborate on this at the meeting. However, this is not to say that all concerns are being allayed.</p> <p>A letter from the Minister for Transport, Infrastructure and Climate Change to the Convener regarding this mater was included in the information bulletin for the Committee’s meeting on 27 October, 2009</p> <p>As of 3 November 2009 currently</p>			

<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>
			<p>still awaiting guidance from Scottish Government & SCOTS working group set up to assist with the implementation of the DPPPA</p> <ul style="list-style-type: none"> ➤ It is still to be clarified what road markings & signage are required for the DPPPA (it is expected that the road markings will be yellow to highlight the new status under the Act thus removing the previous advisory bays) until this is clarified no new or re-lining of disabled bays can be progressed. ➤ Mandatory disabled parking spaces can provided without the need for a Traffic Regulation Order (TRO) or the associated regulatory sign. This will be significant in implementation as the TRO process is lengthy and expensive. 			

<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>
13	Enterprise, Planning and Infrastructure Committee 01.09.09 article 18	<p><u>Midstocket and Rosemount Public Transport Review</u></p> <p>The Committee resolved:-</p> <ul style="list-style-type: none"> (i) to continue discussions with a view to reinstating service 22 or altering the route of service 3 (to resolve the difficulties in Raeden Park Road and provide a frequent service along the length of Midstocket Road); (ii) to continue discussions towards establishing an improved bus service between Midstocket, Rosemount and the Broad Street area of the city centre; (iii) to continue to monitor the performance of service 25; and (iv) to write to First Aberdeen, Stagecoach Bluebird, and all other operators considered by the Public Transport Unit to be likely to be interested, with a view to drawing attention to the apparent commercial viability of the old 22 route or some variation of it and all other routes in the city. 	<p>We have written to bus operators and have since met with Stagecoach and First. Stagecoach have provided a proposal for an off-peak bus service in the area. This is to tie in with a contract they currently have with ACC providing school transport for Kaimhill Primary School. They would be seeking financial input from the Council for this, we are not likely to be able to provide any subsidy but will discuss further with Stagecoach.</p> <p>First Aberdeen have been unable to provide us with any proposal as they are currently reviewing their network. Although they have been clear throughout that the 22 would not be reinstated and that the route of the 3 would be unlikely to change. Following First's network review we will be in a better position to know whether they will be able to provide a solution.</p> <p>An information bulletin report is available which confirms that an improved service 25 will be launched on the 14th Feb 2010.</p> <p>Recommended removal of resolutions (i), (ii) and (iii).</p>	Head of Service Roads	26.11.09	12.01.10 – Info Bulletin

<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>
14	Enterprise, Planning and Infrastructure Committee 01.09.09 article 20	<p data-bbox="439 233 969 304"><u>Community Transport, Taxicard and Passenger Fleet Operations</u></p> <p data-bbox="439 344 969 448">The Committee resolved to note the current position and to look forward to future reports.</p>	<p data-bbox="1003 233 1496 488">We have collated data from TaxiCard to establish exactly where people are travelling from/to in the City. This will provide us with a strong basis as to planning where to operate the community transport buses.</p> <p data-bbox="1003 528 1496 999">We have identified a number of vehicles within the council's fleet where there is spare time off peak to operate such services. The survey of former TaxiCard holders who were removed from the scheme due to being in receipt of Higher Rate Mobility Component Disability Living Allowance will be issued this week, with responses sought for Friday 20th November. This will provide further data as to where to place community buses.</p> <p data-bbox="1003 1038 1496 1509">We are also working on the revenue collection for these services. I.e.Types of secure fare collectors available for the fleet buses, how and where money should be taken daily to be removed from the bus is still being looked at and discussed with drivers. Finally I will be setting up the first steering group for the scheme, which we hope will have representatives from most disability groups within the city.</p>	Head of Service Roads	26.11.09	23.02.10

<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>
			We are awaiting the outcome of a review into adult day care provision, as this will affect the operation of the passenger fleet and then any CT provision that may follow.			
15	Resources Management Committee 05.02.09 article 41	<u>AECC Funding</u> The Committee reaffirmed the decision that a report from the Board of AECC should be presented to the Committee each cycle until the funding issues were fully resolved.	Oral report.	Director of Enterprise, Planning and Infrastructure	Every cycle	12.01.10 – Oral Report
16	Corporate Policy and Performance 10.09.09 Article 9	<u>Achieving Our Potential: Tackling Poverty and Income Inequality in Aberdeen City</u> The Committee agree to remit the draft strategy to the other committees of the Council for consideration and comment, accompanied by the service Director's advice on action from the service to address poverty.		Director of Enterprise, Planning and Infrastructure	12.01.10	20.04.10

<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>
17	Audit & Risk Committee 8/09/09 article 5	<p><u>Property Sales Investigation - Follow-up Report</u></p> <p>The Audit and Risk Committee resolved to instruct each Director to report to their Service Committee in the next cycle on how many tied houses were still in existence, where they were located and with a statement explaining the justification for being tied houses, and request the Finance and Resources Committee to take a corporate overview by producing a corporate register for reporting back to the Audit and Risk Committee thereafter.</p>		Director of Enterprise, Planning and Infrastructure	12.01.10	23.02.10
18	Enterprise, Planning and Infrastructure Committee 27.10.09 article	<p><u>2009/2010 Revenue Budget Monitoring</u></p> <p>(i) to instruct officers to continue to review budget performance and report on service strategies as required to ensure a balanced budget;</p> <p>(ii) to instruct officers to report back on the replacement savings achieved by the service.</p>	<p>At its meeting on 26 November 2009, the Committee resolved:-</p> <p>(i) to instruct officers to continue to review budget performance and report on service strategies as required to ensure a balanced budget; and</p> <p>(ii) to note that officers would report on the targeted replacement savings being identified to balance the projected current overspend to the Committee at its meeting on 12 January, 2010.</p> <p>A report is on the agenda. Recommended for removal.</p>	Director of Enterprise, Planning and Infrastructure	12.01.10	12.01.10

<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>
19	Enterprise, Planning and Infrastructure Committee 27.10.09 article 9	<p><u>Festive Lighting/Winter Festival</u></p> <p>The Committee resolved to request officers to submit a report to the Committee at its meeting on 23 February, 2010, detailing forward planning regarding the storage, maintenance, and installation community light fittings for 2010 following the responses from Community Groups/Centres.</p>		Head of Service Roads	23.02.10	23.02.10
20	Enterprise, Planning and Infrastructure Committee 27.10.09 article 11	<p><u>Schoolhill Area – Wellington Road – Holburn Street – Arran Avenue</u></p> <p>The Committee resolved to request officers to carry out preliminary statutory consultation on legislation to provide for these schemes, to move straight to substantive statutory advertisement if there were no significant preliminary responses, and thereafter to report back.</p>	The Public advert will be going out and a final report will be submitted to the Committee at its meeting on 20 April 2010.	Head of Service Roads	12.01.10	20.04.10

<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>
21	Resources Management Committee 07/02/07 article 26	<p><u>St. Fitticks Farmhouse Site, Torry</u></p> <p>The Committee instructed a report back on the outcome of without prejudice discussions, specifically, to report any provisionally agreed terms.</p> <p>At its meeting on 28 May, 2009, Area Committee South resolved (a) to approve, in principle, to the designation of the Nigg Bay Coastal Park, and that the full implications of this proposal, following consultations, be subject to a full report back to the appropriate Committee identifying all future legal, financial, boundary and managerial issues for all the lands owned and managed by the Council along the South of the City coastal zone; and (b) to request a report back following completion of the SACRP scoping studies to Council or the appropriate committee of the Council with a remit for regeneration.</p>	<p>This has now been overtaken by the new housing initiatives under the banner of the demonstration projects. With regard to the Marine Study Centre itself, this is one of the seven key deliverables in the SACRP.</p> <p>The development of the planning brief for the wider greenfield area enclosing the St. Fittick Farmhouse site is being assessed and a report will be submitted to the appropriate Committee later this year after initial consideration by the Housing Investment Board.</p>	Director of Enterprise, Planning and Infrastructure/ Director of Housing and Environment	19.11.09	23.02.10

<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>
22	Resources Management Committee 30/09/08 Article 37	<p><u>Peacock Visual Arts Centre/ Northern Light</u></p> <p>The Committee resolved, amongst other things, to instruct officers to present final recommendations for the Council's services that will be developed within the project to a future committee.</p>	<p>Per the Committee Business Statement of the Education, Culture and Sport Committee of 24 November 2009, the Corporate Management Team have decided that future updates relating to this item be reported to the Enterprise, Planning & Infrastructure Committee.</p> <p>An Information Bulletin Report on ACSEF's proposals for public consultation and community engagement on its vision for the re-development of Union Terrace Gardens and Denburn Valley was presented to November 26 2009's Enterprise, Planning & Infrastructure Committee. It was subsequently announced by ACSEF that consultation will commence on 11 January 2010 until end March 2010.</p> <p>Officers will report to a future EP&I Committee, once the outcomes of the consultation are known.</p>	Director of Enterprise, Planning & Infrastructure	05.02.09	31.05.10 (TBC)

<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>
23	Enterprise, Planning and Infrastructure Committee 26.11.09 article	<p><u>Aberdeen City and Shire Economic Future Project Update</u></p> <p>The Committee resolved to receive reports on developments achieved by ACSEF at future meetings of the Committee.</p>		Head of Service, Economic and Environmental Sustainability	31.05.10 Six monthly update report	
24	Enterprise, Planning and Infrastructure Committee 26.11.09 article	<p><u>Grampian Road/Glenbervie Road – Accomodation Road/Beach Esplanade – Park Brae, Cults – Queens Road/Hazledene Road – Inchgarth Road – Kingswells Bypass/Access Road to Fairley Road – Adelphi Lane – North Deeside Road, Cults</u></p> <p>The Committee resolved to request the officials to carry out preliminary statutory consultation and legislation to provide for these schemes, to move straight to substantive statutory advertisement if there were no significant preliminary responses, and thereafter to report back.</p>	The Public advert will be going out and a final report will be submitted to the Committee at its meeting on 20 April 2010.	Head of Service Roads	20.04.10	

<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>
25	Enterprise, Planning and Infrastructure Committee 26.11.09 article	<p><u>Strategic Transportation Projects</u></p> <p>The Committee resolved, amongst other things, to instruct officers to provide regular updates on the progress of the future operation of Park and Ride, including referral to the Finance and Resource Committee as soon as the detail of any financial implications had become known.</p>	Definitive dates for the major transportation projects are difficult to provide as much of the work required to get to the next key stage for reporting will either be several months away or at least more than 12 months - in which case we don't have committee dates, and as always subject to budget and resource availability. Strategic Transport Projects reports which contain updates on all these projects are provided to the Committee by way of a report or bulletin as and when necessary. Provisional timescales, have been indicated, for the reporting of next key decision stages.	Head of Planning and Infrastructure	<p>Indicative Date</p> <p>20.02.10 – possibly a Bulletin report</p>	<p>Indicative Date</p> <p>20.02.10 – possibly a Bulletin report</p>
26	Enterprise, Planning and Infrastructure Committee 26.11.09 article	<p><u>Berryden Corridor – Transport Infrastructure Improvements</u></p> <p>The Committee resolved to approve the preferred option for progression to detailed design (i.e. the so-called “Do Something” option for the corridor, in association with a bus gate at Bedford Road/Powis Terrace), and that the officials report back on detailed design, costs and programming.</p>	Definitive dates for the major transportation projects are difficult to provide as much of the work required to get to the next key stage for reporting will either be several months away or at least more than 12 months - in which case we don't have committee dates, and as always subject to budget and resource availability. Strategic Transport Projects reports which contain updates on all these projects are provided to the Committee by way of a report or bulletin as and	Head of Planning and Infrastructure	<p>Indicative Date</p> <p>2011/2012</p>	<p>Indicative Date</p> <p>2011/2012</p>

<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>
			when necessary. Provisional timescales have been indicated, for the reporting of next key decision stages.			
27	Enterprise, Planning and Infrastructure Committee 26.11.09 article	<p><u>(1) Access from the North – An Integrated Transport Solution - (2) Access from the North Proposals “Third Don Crossing”</u></p> <p>The Committee resolved, amongst other things to request a regular report back on progress in these matters, including the development of a Delivery Programme.</p>	Definitive dates for the major transportation projects are difficult to provide as much of the work required to get to the next key stage for reporting will either be several months away or at least more than 12 months - in which case we don't have committee dates, and as always subject to budget and resource availability. Strategic Transport Projects reports which contain updates on all these projects are provided to the Committee by way of a report or bulletin as and when necessary. Provisional timescales have been indicated, for the reporting of next key decision stages.	Head of Planning and Infrastructure	Indicative Date 05.10.10	Indicative Date 05.10.10

<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>
28	Enterprise, Planning and Infrastructure Committee 26.11.09 article	<p><u>Flood Risk Management (Scotland) Act 2009</u></p> <p>The Committee resolved, amongst other things to request a further report in due course with details of staffing and other resource implications.</p>	We are still waiting guidance from the Scottish Government regarding details of the implications of the Act on the Council. Once this has been received we will report back to the Committee.	Head of Infrastructure and Infrastructure	Indicative Date 31.08.10	

ENTERPRISE, PLANNING AND INFRASTRUCTURE

MOTIONS LIST

12 January, 2010

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
1.	<p><u>Motion by Councillor Cassie</u></p> <p>"In view of the increasing parking problems arising as a result of student numbers at Robert Gordon University, the Council considers extending the existing Controlled Parking Zone across the entire Garthdee Ward as originally discussed"</p>	23/03/05	<p><u>Environment & Infrastructure</u> <u>23/03/05</u></p> <p>To instruct the Corporate Director for Environment and Infrastructure to report in greater detail to the next meeting, addressing the various areas of concern raised.</p> <p>On 24th May 2005, the Committee having considered a further report, resolved to support the view of Councillor Cassie and request the officials to revisit all aspects of this matter.</p>	<p>A report was submitted to Council on 30 May which provided an update on parking surveys in Garthdee and up-to-date information for 2007. The Council resolved to note the continuing concern of Councillor Cassie, to request officials to continue to monitor the displacement effect at this location and to report back if and when significant parking issues attributable to the University were sufficient to invoke the agreement whereby the latter was obliged to finance an extension to the existing zone.</p> <p>RGU are in the process of submitting a further planning application to expand the campus. The Development Control Team within roads are in discussions with the university and Councillors Cassie's motion will form</p>	Head of Shelter and Environment Neighbourhood Services (South)	Report due if and when significant parking issue attributable to RGU invoked the agreement with them.	No

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
				part of these discussions.			
2.	<p><u>Motion by Councillor Donnelly</u></p> <p>“Calls on the Administration to introduce a levied ‘Trades Annual Parking Permit’ to assist the city’s plumbers, electricians and joiners to carry out their work unhindered in the city’s parking zones. This would not apply to parking in no parking areas.”</p>	25.06.08	<p>The Committee resolved to remit the matter to the Controlled Zones Working Group and that a meeting of the Working Group be held as soon as possible.</p> <p>At the meeting of 3 March, 2009, the Committee requested that a meeting of the Controlled Zones Working Group be held within the next month.</p>	<p>A referral from the Controlled Zones Working Group was considered by the Committee on 9 June, 2009, and it was agreed that the terms of the motion would be further considered at the next meeting of the Group and that a further report on the value judgements at stake, as well as on benchmarking comparisons would be presented to the next meeting.</p> <p>At its meeting on 27 October, 2009, the Committee requested officers to investigate this matter through the Controlled Zones Working Group as a matter of urgency.</p> <p>The minute of the meeting of the Controlled Zones Working Group of 10 December 2009, is on the agenda.</p> <p>Recommended for removal.</p>	Head of Democratic Services	21.01.09	Yes

ABERDEEN CITY COUNCIL

COMMITTEE Enterprise, Planning and Infrastructure

DATE 12 January 2010

DIRECTOR Gordon McIntosh

TITLE OF REPORT Performance Report

REPORT NUMBER: EPI/10/009

1. PURPOSE OF REPORT

The purpose of this report is to provide Members with an update on Enterprise, Planning and Infrastructure Performance as at November 2009.

The report details a range of performance measures across the service, supported by additional information provided in Appendices 1 and 2.

2. RECOMMENDATION(S)

It is recommended that the Committee review the performance data and underlying trends, providing comments and observations thereon.

3. FINANCIAL IMPLICATIONS

There are no direct financial implications, although adherence to revenue and capital budgets is a performance measure for each function across the service.

4. SERVICE & COMMUNITY IMPACT

There are no direct implications arising from this report but performance measurement and reporting should be viewed as a means to managing improvement in services to the community. The report also links to the Single Outcome Agreement.

5. OTHER IMPLICATIONS

There no other direct implications arising from this report.

6. REPORT

The report comprises:

1 A brief written overview by the Corporate Director

2 A “scorecard” listing the key performance measures, detailing:

- recent performance (trends)
- targets
- a “traffic light”

3 “Drill Down” performance measure sheets corresponding to those measures on the “scorecard” being considered this cycle (indicators available on an annual basis only have been excluded), detailing:

- a definition of the measure
- a graphical representation of the performance
- longer term trends of performance
- analysis of what the performance means
- recommended actions to be taken for improvement

4 Appendices 1 and 2 providing fuller information to support the “headline” detail provided in the main body of the report, namely in relation to Capital Expenditure (Appendix 1) and Road Defects in Appendix 2.

7. REPORT AUTHOR DETAILS

Mike Hearn, Team Manager
mhearns@aberdeencity.gov.uk
01224 522476

8. BACKGROUND PAPERS

Not applicable.

Corporate Director's Overview (Enterprise, Planning and Infrastructure)

We are continuing to develop our Performance Report, this month we have re-grouped the indicators on the Scorecard by category, in line with corporate policy on the balanced scorecard approach.

Behind the scenes, we are close to completing scorecards, incorporating full performance reports, at third tier level which will allow our managers to access on-line performance reports specific to their individual areas of responsibility. In addition, work continues to be carried out to improve our reporting procedures in areas such as Health & Safety compliance, enabling us to concentrate more fully on issues arising.

Unfortunately we remain unable at this stage to report on Sickness Absence. Although the re-alignment of staff e-records to replicate the new structure has been carried out successfully, we have been notified by colleagues in the Human Resources service that the report designed to calculate the number of days lost due to sickness has failed and will require to be completely re-written.

Service Design and Development have been notified of the problem and an early resolution is hoped for.

Elsewhere in the report performance is generally within acceptable levels although the processing of Non Householder Planning Applications is currently under review.

Again we have excluded from the main body of the report those indicators reported on an annual basis and those which we are unable to report on at this time at an Enterprise, Planning and Infrastructure level, namely Written Queries and Priority Training.

Enterprise Planning and Infrastructure Committee Scorecard



Report Type: Scorecard Report
Author: Kenny Easton
Generated on: 18 December 2009

1. Resource Management









Traffic Light Icon	PI Code & Short Name	Last Update	Current Value	Current Target	Short Term Trend Arrow	November 2009
						Value
	EPI101P Average sickness absence - Enterprise Planning and Infrastructure	March 2009		10.0		No data for this range currently
	EPI102P % spend against Revenue Budget (cumulative)	November 2009	53.47%	66.67%		53.47%
	EPI103P % spend against Capital Budget (cumulative)	November 2009	26.4%	66.7%		26.4%
	EPI104P % of savings on target to be delivered	November 2009	100%	100%		100%
	EPI105P Score for compliance with Health & Safety Matrix	November 2009	70%	100%		70%

Name





2. Impact

Traffic Light Icon	PI Code & Short Name	Last Update	Current Value	Current Target	Short Term Trend Arrow	November 2009
						Value
	EPI202P % of Carriageway condition that should be considered for maintenance treatment	2008/09	24.6%	20%		Annual Indicator
	EPI203P % of Street Lighting columns that are over 30 years old	2008/09	27.2%	28.7%		Annual Indicator
	EPI204P % of the total number of Bridges assessed as failing to meet the European standard of 40 tonnes	2008/09	4.1%	3.6%		Annual Indicator
	EPI207PA % non-householder planning applications determined within 2 months	November 2009	28.6%	55%		28.6%
	EPI208PA % householder planning applications determined within 2 months	November 2009	83.3%	88%		83.3%
	EPI209P % planning applications determined within 2 months	2008/09	59.8%	80%		Annual Indicator

3. Business Processes

Traffic Light Icon	PI Code & Short Name	Last Update	Current Value	Current Target	Short Term Trend Arrow	November 2009
						Value
	EPI301P % of success in dealing with written queries and complaints within 15 working days (cumulative)	March 2009		100%		No data for this range currently
	EPI302P % of Road Category 1 defects repaired within 2 working days	November 2009	81.8%	92%		81.8%
	EPI303P % of Traffic Light Repairs completed within 48 hours	November 2009	97.8%	98%		97.8%
	EPI304P % of Street Light Repairs completed within 7 days	November 2009	88.9%	92%		88.9%

4. Organisational Learning and Improvement

Traffic Light Icon	PI Code & Short Name	Last Update	Current Value	Current Target	Short Term Trend Arrow	October 2009
						Value
	EPI401P % of eligible staff appraised in the past year	October 2009	49.1%	100%		49.1%
	EPI402P % of identified Senior Staff who have undergone training in priority areas	March 2009		100%		No data currently available for new structure


Enterprise Planning and Infrastructure Performance Report

Generated on: 17 December 2009

EPI1102P % spend against Revenue Budget (cumulative)

Paper Ref	% spend against Revenue Budget (cumulative)	Target 09/10	Traffic Light																		
Current Period	53.47%	66.67%	▲																		
Chart Trend	<table border="1"> <caption>EPI1102P % spend against Revenue Budget (cumulative)</caption> <thead> <tr> <th>Month</th> <th>% Spend</th> </tr> </thead> <tbody> <tr><td>April 2009</td><td>1.47%</td></tr> <tr><td>May 2009</td><td>4.47%</td></tr> <tr><td>June 2009</td><td>10.47%</td></tr> <tr><td>July 2009</td><td>18.74%</td></tr> <tr><td>August 2009</td><td>27.88%</td></tr> <tr><td>September 2009</td><td>42.4%</td></tr> <tr><td>October 2009</td><td>53.47%</td></tr> <tr><td>November 2009</td><td>66.67%</td></tr> </tbody> </table>			Month	% Spend	April 2009	1.47%	May 2009	4.47%	June 2009	10.47%	July 2009	18.74%	August 2009	27.88%	September 2009	42.4%	October 2009	53.47%	November 2009	66.67%
Month	% Spend																				
April 2009	1.47%																				
May 2009	4.47%																				
June 2009	10.47%																				
July 2009	18.74%																				
August 2009	27.88%																				
September 2009	42.4%																				
October 2009	53.47%																				
November 2009	66.67%																				
Latest Note	<p>Assuming a straightline approach, expenditure of 66.67% would be anticipated at this stage. This is primarily in relation to Roads and Facilities Management (showing a combined spend of 32% against budget) where a perceived underspend is attributable in most cases to the transfer of spend from trading accounts to the client account not yet having taken, giving the impression of a large underspend. Until such times as the move to a single account is developed this will continue to be the case. In contrast Asset Management is currently showing an overspend however recoveries due at the year end should bring this back to budget. For other areas of the service, expenditure remains in line with anticipated levels.</p>																				


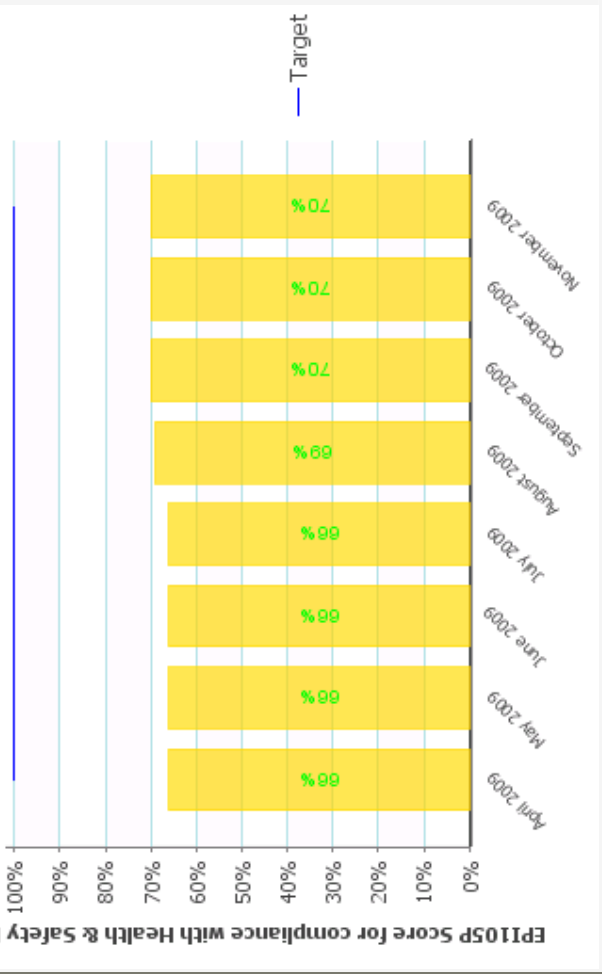
EPI103P % spend against Capital Budget (cumulative)

Paper Ref	% spend against Capital Budget (cumulative)				Target 09/10	66.7%																			
Current Period	<table border="1"> <caption>Chart Trend Data</caption> <thead> <tr> <th>Month</th> <th>% Spend</th> </tr> </thead> <tbody> <tr><td>April 2009</td><td>10%</td></tr> <tr><td>May 2009</td><td>15%</td></tr> <tr><td>June 2009</td><td>18%</td></tr> <tr><td>July 2009</td><td>22%</td></tr> <tr><td>August 2009</td><td>25%</td></tr> <tr><td>September 2009</td><td>12.5%</td></tr> <tr><td>October 2009</td><td>21%</td></tr> <tr><td>November 2009</td><td>26.4%</td></tr> </tbody> </table>							Month	% Spend	April 2009	10%	May 2009	15%	June 2009	18%	July 2009	22%	August 2009	25%	September 2009	12.5%	October 2009	21%	November 2009	26.4%
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Latest Note	As can be seen from the chart, expenditure at this stage stands at a lower level than expected. Fuller details are provided on a project by project basis at Appendix 1.																								


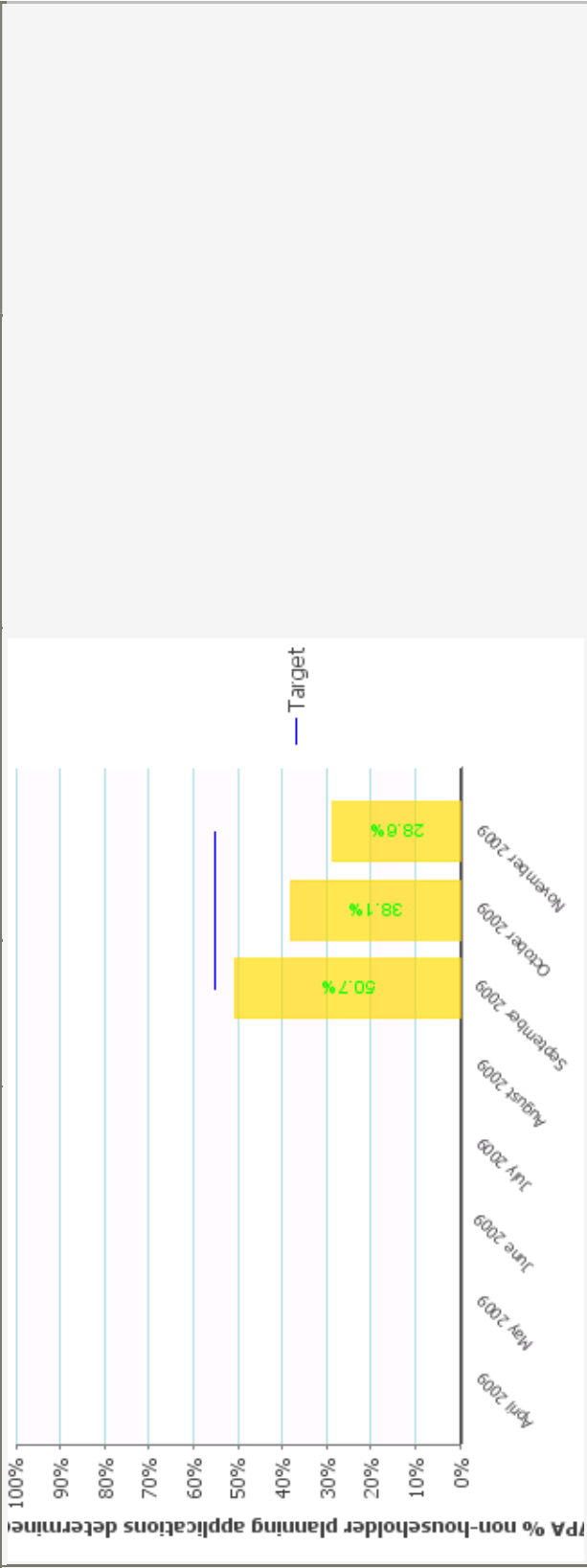
EPI1104P % of savings on target to be delivered

Paper Ref	% of savings on target to be delivered				Traffic Light																		
Current Period	100%	Target 09/10	100%	100%																			
Chart Trend	<table border="1"> <caption>EPI1104P % of savings on target to be delivered</caption> <thead> <tr> <th>Month</th> <th>% of savings on target to be delivered</th> </tr> </thead> <tbody> <tr><td>April 2009</td><td>100%</td></tr> <tr><td>May 2009</td><td>100%</td></tr> <tr><td>June 2009</td><td>100%</td></tr> <tr><td>July 2009</td><td>93.2%</td></tr> <tr><td>August 2009</td><td>93.2%</td></tr> <tr><td>September 2009</td><td>100%</td></tr> <tr><td>October 2009</td><td>100%</td></tr> <tr><td>November 2009</td><td>100%</td></tr> </tbody> </table>				Month	% of savings on target to be delivered	April 2009	100%	May 2009	100%	June 2009	100%	July 2009	93.2%	August 2009	93.2%	September 2009	100%	October 2009	100%	November 2009	100%	
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September 2009	100%																						
October 2009	100%																						
November 2009	100%																						
Latest Note	Total Full Year Budget Saving for Enterprise, Planning and Infrastructure is £3,538,000, it is anticipated that this will be met in full.																						


EPI105P Score for compliance with Health & Safety Matrix

<p>Paper Ref</p>	<p>Score for compliance with Health & Safety Matrix</p>				<p>Target 09/10</p>	<p>100%</p>	<p>Traffic Light</p>																			
<p>Current Period</p>	 <table border="1"> <caption>EPI105P Score for compliance with Health & Safety Matrix</caption> <thead> <tr> <th>Month</th> <th>Score (%)</th> </tr> </thead> <tbody> <tr> <td>April 2009</td> <td>66%</td> </tr> <tr> <td>May 2009</td> <td>66%</td> </tr> <tr> <td>June 2009</td> <td>66%</td> </tr> <tr> <td>July 2009</td> <td>66%</td> </tr> <tr> <td>August 2009</td> <td>69%</td> </tr> <tr> <td>September 2009</td> <td>70%</td> </tr> <tr> <td>October 2009</td> <td>70%</td> </tr> <tr> <td>November 2009</td> <td>70%</td> </tr> </tbody> </table>								Month	Score (%)	April 2009	66%	May 2009	66%	June 2009	66%	July 2009	66%	August 2009	69%	September 2009	70%	October 2009	70%	November 2009	70%
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November 2009	70%																									
<p>Chart Trend</p>																										
<p>Latest Note</p>	<p>The procedure for recording Health and Safety data is currently subject to review, which is likely to impact on the performance score.</p>																									


EPI207PA % non-householder planning applications determined within 2 months

<p>Paper Ref</p>	<p>% non-householder planning applications determined within 2 months</p>			<p>Traffic Light</p>																					
<p>Current Period</p>	<p>28.6%</p>	<p>Target 09/10</p>	<p>55%</p>																						
<p>Chart Trend</p>	 <table border="1"> <caption>Chart Trend Data</caption> <thead> <tr> <th>Month</th> <th>% non-householder planning applications determined within 2 months</th> </tr> </thead> <tbody> <tr><td>April 2009</td><td>0%</td></tr> <tr><td>May 2009</td><td>0%</td></tr> <tr><td>June 2009</td><td>0%</td></tr> <tr><td>July 2009</td><td>0%</td></tr> <tr><td>August 2009</td><td>0%</td></tr> <tr><td>September 2009</td><td>50.7%</td></tr> <tr><td>October 2009</td><td>38.1%</td></tr> <tr><td>November 2009</td><td>28.6%</td></tr> <tr><td>Target</td><td>55%</td></tr> </tbody> </table>					Month	% non-householder planning applications determined within 2 months	April 2009	0%	May 2009	0%	June 2009	0%	July 2009	0%	August 2009	0%	September 2009	50.7%	October 2009	38.1%	November 2009	28.6%	Target	55%
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Target	55%																								
<p>Latest Note</p>	<p>Clearly the non householder figures for November are very disappointing and we are working through the applications individually to try to establish the reasons for this figure. The introduction of the new Planning Act has involved a great deal of additional work, particularly in relation to the transfer of the responsibility for neighbour notification to Local Authorities whilst e-planning continues to require a significant amount of staff time. Staff absences due to sickness and maternity leave have also had an impact but this is expected to improve leading into the New Year.</p>																								


EPI208PA % householder planning applications determined within 2 months

<p>Paper Ref</p>	<p>% householder planning applications determined within 2 months</p>			<p>Traffic Light</p>											
<p>Current Period</p>	<p>83.3%</p>	<p>Target 09/10</p>	<p>88%</p>	<table border="1"> <caption>Chart Trend Data</caption> <thead> <tr> <th>Month</th> <th>% householder planning applications determined within 2 months</th> </tr> </thead> <tbody> <tr> <td>September 2009</td> <td>86.4%</td> </tr> <tr> <td>October 2009</td> <td>77.1%</td> </tr> <tr> <td>November 2009</td> <td>83.3%</td> </tr> <tr> <td>Target</td> <td>88%</td> </tr> </tbody> </table>		Month	% householder planning applications determined within 2 months	September 2009	86.4%	October 2009	77.1%	November 2009	83.3%	Target	88%
Month	% householder planning applications determined within 2 months														
September 2009	86.4%														
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November 2009	83.3%														
Target	88%														
<p>Latest Note</p>	<p>The absence of experienced officers due to sickness and maternity leave have had an impact on this indicator but this is expected to improve leading into the New Year</p>														


EPI302P % of Road Category 1 defects repaired within 2 working days

<p>Paper Ref</p>	<p>% of Road Category 1 defects repaired within 2 working days</p>				<p>Traffic Light</p>																		
<p>Current Period</p>	<p>81.8%</p>	<p>Target 09/10</p>	<p>92%</p>																				
<p>Chart Trend</p>	<table border="1"> <caption>Chart Trend Data</caption> <thead> <tr> <th>Month</th> <th>% of Road Category 1 defects repaired within 2 working days</th> </tr> </thead> <tbody> <tr> <td>April 2009</td> <td>87.5%</td> </tr> <tr> <td>May 2009</td> <td>68.2%</td> </tr> <tr> <td>June 2009</td> <td>79.4%</td> </tr> <tr> <td>July 2009</td> <td>94.7%</td> </tr> <tr> <td>August 2009</td> <td>79%</td> </tr> <tr> <td>September 2009</td> <td>100%</td> </tr> <tr> <td>October 2009</td> <td>96.1%</td> </tr> <tr> <td>November 2009</td> <td>81.8%</td> </tr> </tbody> </table>					Month	% of Road Category 1 defects repaired within 2 working days	April 2009	87.5%	May 2009	68.2%	June 2009	79.4%	July 2009	94.7%	August 2009	79%	September 2009	100%	October 2009	96.1%	November 2009	81.8%
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<p>Latest Note</p>	<p>During the period, 18 of 22 Category 1 Defects reported were repaired on time, giving a score of 81.8% for all Defects being repaired within 7 days. A detailed analysis of the Defects reported and repaired during the period in both Category 1 and 2 is provided at Appendix 2.</p>																						


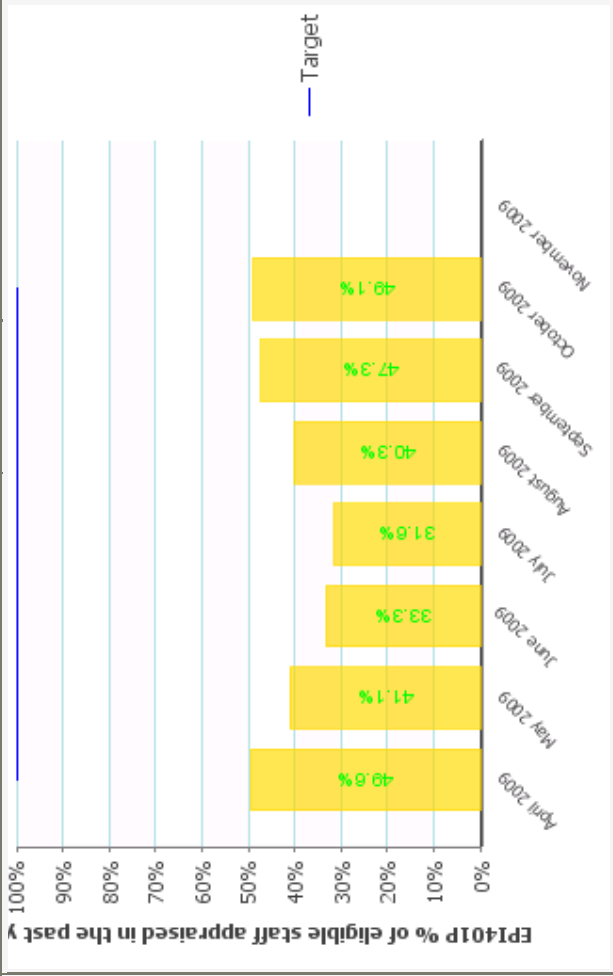
EPI303P % of Traffic Light Repairs completed within 48 hours

Paper Ref	97.8%				Target 09/10	98%	Traffic Light																			
Current Period	% of Traffic Light Repairs completed within 48 hours																									
Chart Trend	<table border="1"> <caption>EPI303P % of Traffic Light Repairs completed within 48 hours</caption> <thead> <tr> <th>Month</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>April 2009</td> <td>95.5%</td> </tr> <tr> <td>May 2009</td> <td>100%</td> </tr> <tr> <td>June 2009</td> <td>98.6%</td> </tr> <tr> <td>July 2009</td> <td>93.7%</td> </tr> <tr> <td>August 2009</td> <td>98.5%</td> </tr> <tr> <td>September 2009</td> <td>96.7%</td> </tr> <tr> <td>October 2009</td> <td>99.1%</td> </tr> <tr> <td>November 2009</td> <td>97.8%</td> </tr> </tbody> </table>								Month	Percentage	April 2009	95.5%	May 2009	100%	June 2009	98.6%	July 2009	93.7%	August 2009	98.5%	September 2009	96.7%	October 2009	99.1%	November 2009	97.8%
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November 2009	97.8%																									
Latest Note	<p>There were 91 faults recorded in November with 14 of these being "all dark", the most serious category. An overall performance level of 99.12% was achieved with 2 faults requiring longer than 48 hours to resolve. One of these faults was completed late due to other faults having a higher priority. The other fault was due to parts being required. The largest single fault group is again lamp failures with 48% of recorded faults in this category. "All darks" make up 15% of faults, RTA's make up 7% of faults, while age related faults contribute a further 3%, miscellaneous faults made up the other 27%.</p>																									

EPI304P % of Street Light Repairs completed within 7 days

Paper Ref	% of Street Light Repairs completed within 7 days																						
Current Period	88.9%	Target 09/10	92%	Traffic Light																			
Chart Trend	<table border="1" data-bbox="472 79 1065 1707"> <caption>EPI304P % of Street Light Repairs completed within 7 days</caption> <thead> <tr> <th>Month</th> <th>% of Repairs Completed</th> </tr> </thead> <tbody> <tr><td>April 2009</td><td>90.6%</td></tr> <tr><td>May 2009</td><td>87.1%</td></tr> <tr><td>June 2009</td><td>89.4%</td></tr> <tr><td>July 2009</td><td>94.8%</td></tr> <tr><td>August 2009</td><td>95.8%</td></tr> <tr><td>September 2009</td><td>95.1%</td></tr> <tr><td>October 2009</td><td>96.6%</td></tr> <tr><td>November 2009</td><td>88.9%</td></tr> </tbody> </table>					Month	% of Repairs Completed	April 2009	90.6%	May 2009	87.1%	June 2009	89.4%	July 2009	94.8%	August 2009	95.8%	September 2009	95.1%	October 2009	96.6%	November 2009	88.9%
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Latest Note	<p>An increase in the number of repairs together with the need for the operatives to use up their annual leave have combined to produce a lower than expected performance for the month of November. We are short staffed and we have not been able to cope with the high number of faults. Average performance figure for the year to end of November is 92.24%. In the New Year we are looking to employ additional electricians to enable us to repair the faults timeously. We are continuing to run reports twice a week to monitor the fault tickets about to go out of spec. and endeavouring to repair them in time.</p>																						

EPI401P % of eligible staff appraised in the past year

<p>Paper Ref</p>	<p>% of eligible staff appraised in the past year</p>				<p>Target 09/10</p>	<p>Traffic Light</p>																		
<p>Current Period</p>	<p>49.1%</p>				<p>100%</p>																			
<p>Chart Trend</p>	 <table border="1"> <caption>EPI401P % of eligible staff appraised in the past year</caption> <thead> <tr> <th>Month</th> <th>% of eligible staff appraised</th> </tr> </thead> <tbody> <tr> <td>April 2009</td> <td>49.6%</td> </tr> <tr> <td>May 2009</td> <td>41.1%</td> </tr> <tr> <td>June 2009</td> <td>33.3%</td> </tr> <tr> <td>July 2009</td> <td>31.8%</td> </tr> <tr> <td>August 2009</td> <td>40.3%</td> </tr> <tr> <td>September 2009</td> <td>47.3%</td> </tr> <tr> <td>October 2009</td> <td>48.1%</td> </tr> <tr> <td>November 2009</td> <td>49.1%</td> </tr> </tbody> </table>						Month	% of eligible staff appraised	April 2009	49.6%	May 2009	41.1%	June 2009	33.3%	July 2009	31.8%	August 2009	40.3%	September 2009	47.3%	October 2009	48.1%	November 2009	49.1%
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<p>Latest Note</p>	<p>The current score of 49.1% continues to represent a month on month improvement. The breakdown by area of service is as follows : Roads 35.8%, Facilities Management 48.8%, Planning and Infrastructure 91.5%, Environmental and Economic Sustainability 87.9%, Corporate Communications 48.4% and Asset Management 33.3%.</p>																							

MONITORING STATEMENT - TO NOVEMBER 2009

		2009/2010			
Project ID	Project Description	Revised Budget 2009/10 £'000	Projected Outturn P8 09/10 £'000	Actual Spend to Nov 2009 £'000	Percentage Spend to Budget %
Enterprise, Planning and Infrastructure					
Corporate Accommodation					
663	Corporate Office Accommodation	21,724	10,735	5,280	24.30%
		21,724	10,735	5,280	24.30%
Roads/Pavements/Bridges					
86	Lighting Improvements	200	193	49	24.50%
88	Traffic Calming & Road Safety	160	160	25	15.63%
217	MTS Associated Road Improvements - Wellington Rd Phase 5	430	380	114	26.51%
296	Roads Maintenance Resurfacing	1,723	1,495	9	0.52%
413	Footway Improvements	632	591	2	0.32%
470	Road Network - Weak Bridges	118	90	34	28.81%
471	Road Network - Bridge Major Maintenance Programme	50	50	0	0.00%
550	Signage	92	92	17	18.48%
551	Cycling, Walking & Safer Streets (CWSS)	365	365	25	6.85%
587	Access from the North	200	200	60	30.00%
627	Western Peripheral Route	3,949	3,949	3,325	84.19%
647	Newhills Manse T Junction	10	5	0	0.00%
660	Central Aberdeen Transport Infrastructure	1,030	1,030	264	25.63%
703	Traffic Signal Safety Upgrade	575	568	107	18.61%
715	MTS - Berryden Road Improvements	385	360	138	35.84%
716	A96 Park & Ride/Dyce Drive Link Road	100	20	7	7.00%
721	Wellington Bridge - Preservation Works Phase 2-4	171	150	1	0.58%
724	Roads Safety ITS Unit Schemes	60	60	0	0.00%
743	Upgrade of Footpaths at Heathryfold	15	5	0	0.00%
757	Union Street Cable Support System for Banners & Festive Lights	18	6	3	16.67%
		10,283	9,769	4,180	40.65%
Car Parking					
216	Car Parking: Extend Pay & Display	566	566	25	4.42%
735	Car Parking: Extend Pay & Display - Zone M Rosemount Area	145	135	13	8.97%
739	Replacement Programme for Pay & Display Machines	100	0	0	0.00%
		811	701	38	4.69%
Drainage/Flood Prevention					
646	Glashieburn Flood Protection	175	25	10	5.71%
734	Flood Prevention	94	50	0	0.00%
		269	75	10	3.72%
Waste					
233	Waste Disposal Facilities (Mill of Dyce)	0	0	0	0.00%
497	Ness Landfill Restoration	8,000	6,448	2,760	34.51%
720	Gully Waste Recycling - Reed Bed at Ness	20	46	6	30.00%
766	Hill of Tramaud Landfill - Change of Law Costs	3,106	2,800	46	1.49%
		11,126	9,294	2,813	25.28%
Other Infrastructure					
362	Railings/Metalwork - Repairs & Maintenance	139	100	1	0.88%
363	Improve City Gateways/Appearance of Routes In	76	76	0	0.00%
462	Council Travel Plan	25	25	0	0.00%
563	Vehicle Replacement	1,500	1,500	853	56.85%
567	Memorials in City Cemeteries	65	65	0	0.65%
662	Wifi Infrastructure	33	36	40	119.89%
758	Upgrade of MOT Station	35	35	0	0.00%
765	Nestrans - Capital Grant	1,411	1,411	0	0.00%
		3,284	3,248	894	27.22%
Planning					
746	Application Processing System	73	47	10	13.70%
768	Energising Aberdeen	1,700	1,700	0	0.00%
		1,773	1,747	10	0.56%
Asset Management					
294	Corp Property Replacement/Renewal Programme	5,696	5,696	1,327	23.30%
371	School Development Plans	300	300	1	0.36%
680	3R's Temporary Accommodation	18	18	2	11.25%
759	School Estates Strategy	306	306	92	30.11%
		6,320	6,320	1,423	22.51%
Total - Enterprise, Planning and Infrastructure		55,590	41,889	14,646	26.35%

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APPENDIX 2

Road Defects

	April			May			June			July			August		
	Number of Defects reported	Number repaired on time	% repaired on time	Number of Defects reported	Number repaired on time	% repaired on time	Number of Defects reported	Number repaired on time	% repaired on time	Number of Defects reported	Number repaired on time	% repaired on time	Number of Defects reported	Number repaired on time	% repaired on time
Potholes															
Priority 1	34	33	97.06%	30	16	53.33%	21	14	66.67%	20	20	100.00%	26	25	96.15%
Priority 2	367	362	98.64%	234	194	82.91%	248	235	94.76%	150	147	98.00%	109	100	91.74%
Slabs															
Priority 1	14	9	64.29%	11	11	100.00%	9	9	100.00%	14	12	85.71%	31	19	61.29%
Priority 2	46	46	100.00%	61	59	96.72%	54	53	98.15%	38	38	100.00%	70	67	95.71%
Gullies															
Priority 1	0	0	0.00%	3	3	100.00%	4	4	100.00%	4	4	100.00%	5	5	100.00%
Priority 2	55	55	100.00%	94	94	100.00%	71	71	100.00%	78	75	96.15%	87	80	91.95%
Total Priority 1	48	42	87.50%	44	30	68.18%	34	27	79.41%	38	36	94.74%	62	49	79.03%
Total Priority 2	468	463	98.93%	389	347	89.20%	373	359	96.25%	266	260	97.74%	266	247	92.86%
Total	516	505	97.87%	433	377	87.07%	407	386	94.84%	304	296	97.37%	328	296	90.24%

	September			October			November			Year to Date		
	Number of Defects reported	Number repaired on time	% repaired on time	Number of Defects reported	Number repaired on time	% repaired on time	Number of Defects reported	Number repaired on time	% repaired on time	Number of Defects reported	Number repaired on time	% repaired on time
Potholes												
Priority 1	24	24	100.00%	19	18	94.74%	16	14	87.50%	190	164	86.32%
Priority 2	369	336	91.06%	118	97	82.20%	122	117	95.90%	1,717	1,588	92.49%
Slabs												
Priority 1	22	22	100.00%	29	28	96.55%	3	3	100.00%	133	113	84.96%
Priority 2	73	73	100.00%	30	30	100.00%	58	54	93.10%	430	420	97.67%
Gullies												
Priority 1	1	1	100.00%	3	3	100.00%	3	1	33.33%	23	21	91.30%
Priority 2	87	86	98.85%	9	9	100.00%	47	46	97.87%	528	516	97.73%
Total Priority 1	47	47	100.00%	51	49	96.08%	22	18	81.82%	346	298	86.13%
Total Priority 2	529	495	93.57%	157	136	86.62%	227	217	95.59%	2,675	2,524	94.36%
Total	576	542	94.10%	208	185	88.94%	249	235	94.38%	3,021	2,822	93.41%

Definition

Priority 1 (2 day response) and Priority 2 (7 day response) are categorised mainly by the Inspectors judgement and expertise. There are criteria which he should look at for example location, volume of traffic, number of pedestrians and in the case of potholes the size.

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ABERDEEN CITY COUNCIL

COMMITTEE: Enterprise, Planning and Infrastructure

DATE: 12 January 2010

REPORT BY: Director and City Chamberlain

TITLE OF REPORT: 2009/10 Revenue Budget Monitoring

REPORT NUMBER: EPI / 10 / 021

1. PURPOSE OF REPORT

1.1 The purpose of this report is to

- i) bring to Committee members notice the current year revenue budget performance to date for the services which relate to this Committee; and
- ii) advise on any areas of risk and management action.

2. RECOMMENDATION(S)

2.1 It is recommended that the Committee:

- i) consider and note this report and the information on management action and risks that is contained herein; and
- ii) instruct that officers continue to review budget performance and report on service strategies as required to ensure a balanced budget.

3. FINANCIAL IMPLICATIONS

3.1. The total Enterprise, Planning and Infrastructure budget currently amounts to £26.843 million net expenditure.

3.2. This total has been revised from the previous report to reflect budget transfers of insurance costs and transitional payments under Equal pay and Modernisation. The combined effect of these transfers is an increase in the overall budget for Enterprise, Planning and Infrastructure of £322,000.

3.3. Based upon present forecasts it is anticipated that the financial performance of the service will result in an adverse movement on the Council finances overall. This position will be reflected in the overall financial monitoring for the Council when it is reported to Finance and Resources Committee at the end of this Committee cycle. The latest position reflects a significant improvement over that previously reported and is the result of further work carried out within the service to reduce

costs. Work on this is ongoing and the service expected to be able to reduce further this adverse movement to the point where net expenditure is returned to budget levels. Progress towards this will be reported in the next cycle.

- 3.4. Further details of the financial implications are set out in section 6 and the appendices attached to this report.

4. SERVICE & COMMUNITY IMPACT

- 4.1. As a recognised top priority the Council must take the necessary measures to balance its budget. Therefore Committees and services are required to work within a financial constraint. Every effort is being focused on delivering services more efficiently and effectively.

5. OTHER IMPLICATIONS

- 5.1. Every organisation has to manage the risks inherent in the operation of large and complex budgets. These risks are minimised by the regular review of financial information by services and corporately by Members. This report is part of that framework and has been produced to provide an overview of the current operating position.

6. REPORT

- 6.1 This report informs members of the current year revenue budget performance to date, for the service's budget and provides high level summary for the consideration of Members, to period 7 (to the end of October 2009). It also outlines whether or not there are any cost pressures that are immediately identifiable from the expenditure incurred to date and actions being undertaken to manage these.

- 6.2 The service report and associated notes is attached at Appendix A

Financial Position and Risks Assessment

In overall terms at this stage, analysing Appendix A, the position reflects a projected overspend of £478,000, representing an improvement of £529,000 since the last update. This balance is the subject of further targeted savings being identified by the EP&I SMT and will be reported to the next meeting.

- 6.3** At this time, the following areas of risk are highlighted together with management action being taken.

Areas of Risk

Building Applications Income not expected to meet budget for the year in light of the current downturn in building work within the city. Similarly, planning application income is showing a significant downturn to date. The current forecast income for the year for these two elements combined is £1.5 million, compared with a budget of £3.1 million.

Management Action

To offset the impact of this, the management of vacant posts is being actively pursued as a source of savings and the service is continuing to work with other Heads of Planning and COSLA to lobby the Government for increased in planning fees.

7. REPORT AUTHOR DETAILS

Brian Downie
Finance Manager
bdownie@aberdeencity.gov.uk
01224 814541

8. BACKGROUND PAPERS

Financial ledger data extracted for the period.

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2009 / 2010

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE

AS AT	31 October 2009	ANNUAL BUDGET	BUDGET TO DATE			PROJECTION TO YEAR END			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE		
		£'000	£'000	£'000	£'000	£'000	%	£'000	
ACCOUNTING PERIOD 7		£'000	£'000	£'000	£'000	£'000	%	£'000	
HUGH MURDOCH		20,651	12,046	4,338	(7,709)	20,251	(400) -1.9%	(400)	
MARGARET BOCHEL		855	498	310	(189)	2,362	1,507 176.3%	25	
LOUISE SCOTT		1,743	1,017	940	(77)	1,594	(149) -8.6%	(149)	
BELINDA MILLER		4,677	2,728	3,088	360	4,355	(322) -6.9%	(0)	
OSM: GEORGE CRUICKSHANK		1,020	595	762	167	830	(190) -18.6%	0	
GERRY BROUGH		0	0	29	29	75	75 0.0%	0	
COLIN HUNTER		(2,102)	(1,226)	1,397	2,624	(2,145)	(43) 2.0%	0	
TOTAL BUDGET		26,843	15,658	10,863	(4,795)	27,321	478 1.8%	(524)	

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2009 / 2010

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE

AS AT 31 October 2009	ANNUAL BUDGET	BUDGET TO DATE			PROJECTION TO YEAR END			CHANGE FROM LAST REPORT
		PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE	%	
ACCOUNTING PERIOD 7	£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
STAFF COSTS	14,906	8,695	8,258	(437)	14,035	(871)	-5.8%	(407)
PROPERTY COSTS	6,414	3,741	2,210	(1,532)	6,214	(200)	-3.1%	(200)
ADMINISTRATION COSTS	1,381	806	2,028	1,222	2,545	1,164	84.3%	1,183
TRANSPORT COSTS	3,991	2,328	999	(1,329)	3,965	(26)	-0.7%	(3)
SUPPLIES & SERVICES	11,341	6,616	5,981	(635)	10,802	(539)	-4.8%	(169)
TRANSFER PAYMENTS	3,752	2,188	2,548	360	3,702	(50)	-1.3%	199
CAPITAL FINANCING COSTS	10,051	5,863	0	(5,863)	10,051	0	0.0%	0
GROSS EXPENDITURE	51,836	30,237	22,024	(8,214)	51,314	(522)	-1.0%	603
LESS: INCOME								
GOVERNMENT GRANTS	0	0	0	0	0	0	1000.0%	0
OTHER GRANTS	(73)	(43)	307	349	(73)	0	0.0%	0
FEES & CHARGES	(17)	(10)	(7)	3	(17)	0	-0.1%	0
RECHARGES	(10,119)	(5,903)	(4,682)	1,221	(10,337)	(218)	2.2%	27
OTHER INCOME	(14,784)	(8,624)	(6,779)	1,846	(13,566)	1,218	-8.2%	(1,155)
TOTAL INCOME	(24,993)	(14,579)	(11,160)	3,419	(23,993)	1,000	-4.0%	(1,127)
NET EXPENDITURE	26,843	15,658	10,863	(4,795)	27,321	478	1.8%	(524)

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Savings will be realised across a number of services from not filling current vacancies.

PROJECTED VARIANCE £'000	CHANGE £'000
(871)	(407)

Property Costs

Savings in electricity costs for street lighting are expected to be realised during the remainder of the year.

(200)	(200)
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Administration Costs

Charges for Roads salaries are included here and recovered through income. Stationery and postage costs within the support function are expected to be below budget.

1,164	1,183
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Transport Costs

Travelling expenses within a number of services are expected to be below budget for the year.

(26)	(3)
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Supplies & Services

Savings are being targeted in a number of areas, the two main ones being expenditure on events and in the use of external consultants within Technical Services.

(539)	(169)
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Transfer payments

A reduction in commitments within Economic and Environmental Sustainability is expected to yield savings.

(50)	200
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Recharges

A small reduction in income from advertising and public notices will be offset by increased income from fees for Housing work.

(218)	27
-------	----

Other Income

Income from Roads consultancy fees amounting to £1.2 million has been added to the outturn in line with the expenditure included within administration costs. Both building fee income and planning application income are expected to be lower than budgeted for due to the prevailing economic conditions, with a combined shortfall of £1.509 million currently being predicted. Internal consultancy income from non-housing work is expected to be below budget because of restrictions on non-housing expenditure.

1,218	(1,155)
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478	(524)
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ABERDEEN CITY COUNCIL
REVENUE MONITORING 2009 / 2010

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
HEAD OF SERVICE : HUGH MURDOCH

AS AT	31 October 2009	ANNUAL BUDGET	BUDGET TO DATE			PROJECTION TO YEAR END			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE		
		£'000	£'000	£'000	£'000	£'000	%	£'000	
ACCOUNTING PERIOD 7		£'000	£'000	£'000	£'000	£'000	%	£'000	
STAFF COSTS		3,693	2,154	2,009	(145)	3,493	(200)	-5.4%	(200)
PROPERTY COSTS		5,664	3,304	2,114	(1,190)	5,464	(200)	-3.5%	(200)
ADMINISTRATION COSTS		628	366	1,291	925	1,828	1,200	191.2%	1,200
TRANSPORT COSTS		3,792	2,212	908	(1,304)	3,792	0	0.0%	0
SUPPLIES & SERVICES		6,914	4,033	1,973	(2,060)	6,914	0	0.0%	0
TRANSFER PAYMENTS TOTAL		501	292	157	(135)	501	0	0.0%	0
CAPITAL FINANCING COSTS		9,526	5,557	0	(5,557)	9,526	0	0.0%	0
GROSS EXPENDITURE		30,718	17,919	8,452	(9,467)	31,518	800	2.6%	800
LESS: INCOME									
OTHER GRANTS & CONTRIBUTIONS		0	0	(262)	(262)	0	0	0.0%	0
INTEREST		0	0	0	(0)	0	0	0.0%	0
RECHARGES		(1,002)	(585)	(104)	481	(1,002)	0	0.0%	0
OTHER INCOME		(9,064)	(5,288)	(3,749)	1,539	(10,264)	(1,200)	13.2%	(1,200)
TOTAL INCOME		(10,067)	(5,872)	(4,114)	1,758	(11,267)	(1,200)	11.9%	(1,200)
NET EXPENDITURE		20,651	12,046	4,338	(7,709)	20,251	(400)	-1.9%	(400)

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Savings are expected to arise in Roads staffing from a number of outstanding vacancies that will not be filled.

PROJECTED VARIANCE £'000 (200) CHANGE £'000 (200)

Property Costs

Savings in electricity costs are expected to arise in street lighting as the result of the negotiation of the new electricity contract.

PROJECTED VARIANCE £'000 (200) CHANGE £'000 (200)

Administration Costs

Charges for Roads salaries are included here and recovered through income. No other significant variance is

PROJECTED VARIANCE £'000 1,200 CHANGE £'000 0

Transport Costs

The variance to date is due to timing differences. Outturn is expected to be as budget

PROJECTED VARIANCE £'000 0 CHANGE £'000 0

Supplies and Services

The variance to date is due to timing differences. Outturn is expected to be as budget

PROJECTED VARIANCE £'000 0 CHANGE £'000 0

Agencies and Other Bodies

The variance to date is due to timing differences. Outturn is expected to be as budget

PROJECTED VARIANCE £'000 0 CHANGE £'000 0

Capital Financing Costs

The variance to date is due to timing differences. Outturn is expected to be as budget

PROJECTED VARIANCE £'000 0 CHANGE £'000 0

Income

Income from Roads consultancy fees has been added to the outturn. No other variance is anticipated. Both building

PROJECTED VARIANCE £'000 (1,200) CHANGE £'000 0

PROJECTED VARIANCE £'000 (400) CHANGE £'000 (400)

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2009 / 2010

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
HEAD OF SERVICE : MARGARET BOCHEL

AS AT	31 October 2009	ANNUAL BUDGET	BUDGET TO DATE			PROJECTION TO YEAR END			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE		
		£'000	£'000	£'000	£'000	£'000	%	£'000	
ACCOUNTING PERIOD 7		£'000	£'000	£'000	£'000	£'000	%	£'000	
STAFF COSTS		3,382	1,973	1,940	(33)	3,355	(27)	-0.8%	0
PROPERTY COSTS		0	0	45	45	0	0	0.0%	0
ADMINISTRATION COSTS		115	67	303	236	115	0	0.0%	0
TRANSPORT COSTS		69	40	35	(5)	69	0	0.0%	0
SUPPLIES & SERVICES		747	436	2,619	2,184	747	0	0.0%	0
TRANSFER PAYMENTS TOTAL		152	88	200	112	152	0	0.0%	0
CAPITAL FINANCING COSTS		482	281	0	(281)	482	0	0.0%	0
GROSS EXPENDITURE		4,946	2,885	5,142	2,257	4,919	(27)	-0.5%	0
LESS: INCOME									
OTHER GRANTS & CONTRIBUTIONS		0	0	712	712	0	0	0.0%	0
INTEREST		0	0	0	(0)	0	0	0.0%	0
RECHARGES		0	0	(3,396)	(3,396)	0	0	0.0%	0
OTHER INCOME		(4,091)	(2,387)	(2,149)	238	(2,557)	1,534	-37.5%	25
TOTAL INCOME		(4,091)	(2,387)	(4,833)	(2,446)	(2,557)	1,534	-37.5%	25
NET EXPENDITURE		855	498	310	(189)	2,362	1,507	176.3%	25

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

A number of posts remain vacancy across several areas and the outturn has been updated to reflect these.

PROJECTED VARIANCE £'000

CHANGE £'000

(27) 0

Property Costs

The variance to date is due to timing differences. Outturn is expected to be as budget

0 0

Administration Costs

The variance to date is due to timing differences. Outturn is expected to be as budget

0 0

Transport Costs

The variance to date is due to timing differences. Outturn is expected to be as budget

0 0

Supplies and Services

The variance to date is due to timing differences, primarily relating to the AWPR. Outturn is expected to be as budget

0 0

Agencies and Other Bodies

The variance to date is due to timing differences. Outturn is expected to be as budget

0 0

Capital Financing Costs

The variance to date is due to timing differences. Outturn is expected to be as budget

0 0

Income

Building application fee income is expected to be around £1 million for the full year, against a budget of £1.8 million and planning application income is expected to be £500k against a budget of £1.2 million

1,534 25

1,507 25

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2009 / 2010

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
HEAD OF SERVICE : LOUISE SCOTT

AS AT	31 October 2009	ANNUAL BUDGET	BUDGET TO DATE			PROJECTION TO YEAR END			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE		
		£'000	£'000	£'000	£'000	£'000	%	£'000	
ACCOUNTING PERIOD 7		£'000	£'000	£'000	£'000	£'000	%	£'000	
STAFF COSTS		1,069	624	579	(45)	1,014	(55)	-5.1%	(55)
PROPERTY COSTS		2	1	7	6	2	0	0.0%	0
ADMINISTRATION COSTS		386	225	97	(129)	381	(5)	-1.3%	(5)
TRANSPORT COSTS		17	10	4	(6)	15	(2)	-11.5%	(2)
SUPPLIES & SERVICES		1,345	785	571	(214)	1,211	(134)	-10.0%	(134)
TRANSFER PAYMENTS TOTAL		51	30	0	(30)	51	0	0.0%	0
CAPITAL FINANCING COSTS		0	0	0	(0)	0	0	0.0%	0
GROSS EXPENDITURE		2,871	1,675	1,257	(418)	2,675	(196)	-6.8%	(196)
LESS: INCOME									
OTHER GRANTS & CONTRIBUTIONS		(41)	(24)	(15)	9	(41)	0	0.0%	0
INTEREST		0	0	0	(0)	0	0	0.0%	0
RECHARGES		(434)	(253)	0	253	(407)	27	-6.2%	27
OTHER INCOME		(653)	(381)	(302)	79	(633)	20	-3.1%	20
TOTAL INCOME		(1,128)	(658)	(317)	341	(1,081)	47	-4.2%	47
NET EXPENDITURE		1,743	1,017	940	(77)	1,594	(149)	-8.6%	(149)

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Savings in salary costs are expected to be realised as a result of not filling vacant posts

PROJECTED VARIANCE

£'000

CHANGE

£'000

(55)

(55)

Property Costs

The variance to date is due to timing differences. Outturn is expected to be as budget

0

0

Administration Costs

A reduction in advertising within Waste Marketing will result in savings

(5)

(5)

Transport Costs

savings in travelling expenses are expected for the year.

(2)

(2)

Supplies and Services

A reduction in spending on a number of events is expected to result in savings for the year.

(134)

(134)

Agencies and Other Bodies

The variance to date is due to timing differences. Outturn is expected to be as budget

0

0

Capital Financing Costs

The variance to date is due to timing differences. Outturn is expected to be as budget

0

0

Income

income from internal recoveries is expected to be lower than budget, as is income from advertising and public notices.

47

47

(149)

(149)

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2009 / 2010

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
HEAD OF SERVICE : BELINDA MILLER

AS AT	31 October 2009	ANNUAL BUDGET	BUDGET TO DATE			PROJECTION TO YEAR END			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE		
		£'000	£'000	£'000	£'000	£'000	%	£'000	
ACCOUNTING PERIOD 7		£'000	£'000	£'000	£'000	£'000	%	£'000	
STAFF COSTS		1,179	688	650	(38)	1,027	(152) -12.9%	(152)	
PROPERTY COSTS		18	11	44	33	18	0 0.0%	0	
ADMINISTRATION COSTS		90	53	89	36	78	(12) -13.3%	(12)	
TRANSPORT COSTS		24	14	23	9	24	0 0.0%	0	
SUPPLIES & SERVICES		365	213	225	12	257	(108) -29.6%	(36)	
TRANSFER PAYMENTS TOTAL		3,048	1,778	2,190	412	2,998	(50) -1.6%	200	
CAPITAL FINANCING COSTS		12	7	0	(7)	12	0 2.0%	0	
GROSS EXPENDITURE		4,736	2,762	3,221	458	4,414	(322) -6.8%	(0)	
LESS: INCOME									
OTHER GRANTS & CONTRIBUTIONS		(32)	(19)	(127)	(108)	(32)	0 0.0%	0	
INTEREST		(17)	(10)	(7)	3	(17)	0 0.0%	0	
RECHARGES		0	0	0	(0)	0	0 0.0%	0	
OTHER INCOME		(10)	(6)	1	7	(10)	0 0.0%	0	
TOTAL INCOME		(59)	(34)	(133)	(99)	(59)	0 0.0%	0	
NET EXPENDITURE		4,677	2,728	3,088	360	4,355	(322) -6.9%	(0)	

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Savings in salary costs are expected to be realised as a result of not filling vacant posts

PROJECTED VARIANCE £'000

CHANGE £'000

(152) (152)

Property Costs

The variance to date is due to timing differences. Outturn is expected to be as budget

0 0

Administration Costs

Savings are expected in hospitality, printing and course costs.

(12) (12)

Transport Costs

The variance to date is due to timing differences. Outturn is expected to be as budget

0 0

Supplies and Services

A reduction in spending on events is expected to result in savings for the year.

(108) (36)

Agencies and Other Bodies

Expected savings from reduction in commitments for the remainder of the year.

(50) 200

Capital Financing Costs

The variance to date is due to timing differences. Outturn is expected to be as budget

0 0

Income

The variance to date is due to timing differences. Outturn is expected to be as budget

0 0

(322) 0

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2009 / 2010

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
OPERATIONAL SUPPORT MANAGER: GEORGE CRUICKSHANK

AS AT	31 October 2009	ANNUAL BUDGET	BUDGET TO DATE			PROJECTION TO YEAR END			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE		
		£'000	£'000	£'000	£'000	£'000	%	£'000	
ACCOUNTING PERIOD 7		£'000	£'000	£'000	£'000	£'000	%	£'000	
STAFF COSTS		1,394	813	741	(72)	1,241	(153) -11.0%	0	
PROPERTY COSTS		1	0	0	(0)	1	0 0.0%	0	
ADMINISTRATION COSTS		86	50	17	(33)	67	(19) -22.2%	0	
TRANSPORT COSTS		5	3	1	(2)	2	(3) -56.3%	0	
SUPPLIES & SERVICES		30	18	3	(15)	15	(15) -49.9%	0	
TRANSFER PAYMENTS TOTAL		0	0	0	(0)	0	0 0.0%	0	
CAPITAL FINANCING COSTS		0	0	0	(0)	0	0 0.0%	0	
GROSS EXPENDITURE		1,516	884	762	(122)	1,326	(190) -12.5%	0	
LESS: INCOME									
OTHER GRANTS & CONTRIBUTIONS		0	0	0	(0)	0	0 0.0%	0	
INTEREST		0	0	0	(0)	0	0 0.0%	0	
RECHARGES		(496)	(289)	0	289	(496)	0 0.0%	0	
OTHER INCOME		0	0	0	(0)	0	0 0.0%	0	
TOTAL INCOME		(496)	(289)	0	289	(496)	0 0.0%	0	
NET EXPENDITURE		1,020	595	762	167	830	(190) -18.6%	0	

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Savings are anticipated in salaries, advertising and training.

PROJECTED VARIANCE	CHANGE
£'000	£'000

(153)	0
-------	---

Property Costs

No significant variance from budget is anticipated

0	0
---	---

Administration Costs

Savings are anticipated in stationery, postages and disclosure checks

(19)	0
------	---

Transport Costs

Savings are anticipated in travelling expenses

(3)	0
-----	---

Supplies and Services

Savings are anticipated in the purchase of equipment, catering provisions and computer costs

(15)	0
------	---

Agencies and Other Bodies

No significant variance from budget is anticipated

0	0
---	---

Capital Financing Costs

No significant variance from budget is anticipated

0	0
---	---

Income

No significant variance from budget is anticipated

0	0
---	---

(190)	0
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ABERDEEN CITY COUNCIL
REVENUE MONITORING 2009 / 2010

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
ECONOMIC DEVELOPMENT PROJECT DIRECTOR: GERRY BROUGH

AS AT	31 October 2009	ANNUAL BUDGET	BUDGET TO DATE			PROJECTION TO YEAR END			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE		
		£'000	£'000	£'000	£'000	£'000	%	£'000	
ACCOUNTING PERIOD 7		£'000	£'000	£'000	£'000	£'000	%	£'000	
STAFF COSTS		0	0	29	29	74	74	0.0%	0
PROPERTY COSTS		0	0	0	0	0	0	0.0%	0
ADMINISTRATION COSTS		0	0	0	0	0	0	0.0%	0
TRANSPORT COSTS		0	0	0	0	1	1	0.0%	0
SUPPLIES & SERVICES		0	0	0	0	0	0	0.0%	0
TRANSFER PAYMENTS TOTAL		0	0	0	0	0	0	0.0%	0
CAPITAL FINANCING COSTS		0	0	0	0	0	0	0.0%	0
GROSS EXPENDITURE		0	0	29	29	75	75	0.0%	0
LESS: INCOME									
OTHER GRANTS & CONTRIBUTIONS		0	0	0	0	0	0	0.0%	0
INTEREST		0	0	0	0	0	0	0.0%	0
RECHARGES		0	0	0	0	0	0	0.0%	0
OTHER INCOME		0	0	0	0	0	0	0.0%	0
TOTAL INCOME		0	0	0	0	0	0	0.0%	0
NET EXPENDITURE		0	0	29	29	75	75	0.0%	0

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

The budget for this post is still to be transferred to the appropriate ledger

PROJECTED VARIANCE	CHANGE
£'000	£'000

74	0
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Property Costs

No costs are expected to apply

0	0
---	---

Administration Costs

No costs are expected to apply

0	0
---	---

Transport Costs

The budget for this post is still to be transferred to the appropriate ledger

1	0
---	---

Supplies and Services

No costs are expected to apply

0	0
---	---

Agencies and Other Bodies

No costs are expected to apply

0	0
---	---

Capital Financing Costs

No costs are expected to apply

0	0
---	---

Income

No costs are expected to apply

0	0
---	---

75	0
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ABERDEEN CITY COUNCIL
REVENUE MONITORING 2009 / 2010

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
HEAD OF SERVICE : COLIN HUNTER

AS AT	31 October 2009	ANNUAL BUDGET	BUDGET TO DATE			PROJECTION TO YEAR END			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	PROJECTED TOTALS	PROJECTED VARIANCE		
		£'000	£'000	£'000	£'000	£'000	%	£'000	
ACCOUNTING PERIOD 7		£'000	£'000	£'000	£'000	£'000	%	£'000	
STAFF COSTS		4,189	2,444	2,311	(133)	3,831	(358) -8.5%	0	
PROPERTY COSTS		729	425	1	(425)	729	0 0.0%	0	
ADMINISTRATION COSTS		77	45	231	186	77	0 0.0%	0	
TRANSPORT COSTS		84	49	28	(21)	62	(22) -26.3%	0	
SUPPLIES & SERVICES		1,941	1,132	590	(542)	1,659	(282) -14.5%	0	
TRANSFER PAYMENTS TOTAL		0	0	0	(0)	0	0 0.0%	0	
CAPITAL FINANCING COSTS		31	18	0	(18)	31	0 0.0%	0	
GROSS EXPENDITURE		7,050	4,113	3,160	(952)	6,388	(662) -9.4%	0	
LESS: INCOME									
OTHER GRANTS & CONTRIBUTIONS		0	0	(1)	(1)	0	0 0.0%	0	
INTEREST		0	0	0	(0)	0	0 0.0%	0	
RECHARGES		(8,187)	(4,776)	(1,182)	3,593	(8,432)	(245) 3.0%	0	
OTHER INCOME		(966)	(563)	(580)	(17)	(102)	864 -89.5%	0	
TOTAL INCOME		(9,152)	(5,339)	(1,763)	3,576	(8,533)	619 -6.8%	0	
NET EXPENDITURE		(2,102)	(1,226)	1,397	2,624	(2,145)	(43) 2.0%	0	

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Technical Services has significant numbers of vacant posts

PROJECTED VARIANCE	CHANGE
£'000	£'000

(358)	0
-------	---

Property Costs

No significant variance from budget is anticipated

0	0
---	---

Administration Costs

No significant variance from budget is anticipated

0	0
---	---

Transport Costs

Savings in travel expenses and car parking are expected.

(22)	0
------	---

Supplies and Services

Technical Services should be able to cope with current workloads without using the full Consultants Fees budget

(282)	0
-------	---

Agencies and Other Bodies

No significant variance from budget is anticipated

0	0
---	---

Capital Financing Costs

No significant variance from budget is anticipated

0	0
---	---

Income

Fees for Housing works are on budget, but restrictions in the Non-Housing budgets have reduced the Fees available

619	0
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(43)	0
------	---

COMMITTEE: Enterprise, Planning and Infrastructure

DATE: 12 January 2010

REPORT BY: Director and City Chamberlain

TITLE OF REPORT: Capital Budget Progress Report

REPORT NUMBER: EPI / 10 / 014

1. PURPOSE OF REPORT

- 1.1 This report provides an update to Committee of the progress being made on the various projects within the Non-Housing Capital Programme, previously approved by Council, which are currently aligned to Enterprise, Planning and Infrastructure services.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee considers and notes the content of this report in relation to the projects outlined at Appendix A.

3. FINANCIAL IMPLICATIONS

- 3.1 The monies required to fund the capital programme are achieved through external borrowing, capital receipts and grant income. The General Fund has adequate resources available to finance the capital spend in 2009/2010.
- 3.2 The overall cost of Capital is calculated on a Council-wide basis and therefore the impact on the Council will be included within the summary report to Finance and Resources Committee. It is important that approved projects are managed and monitored in a robust way to ensure there is accuracy in relation to expenditure projections and thereby enable the Council to calculate and evaluate the overall need for, and cost of, borrowing

4. SERVICE & COMMUNITY IMPACT

- 4.1 The Council operates within overall capital control mechanisms laid down by the Scottish Government as well as recommended accounting practice and policies in accordance with the Prudential Code.

5. OTHER IMPLICATIONS

- 5.1 Failure to invest adequately in the Council's asset base may lead to the Council not complying with current health and safety requirements nor capturing the benefits that can be derived from, for example, improved design and construction practices.
- 5.2 If the continuation of close budgetary control is not exercised and maintained the Council may operate out-with the capital control mechanisms laid down by the Scottish Government in relation to the Prudential Code for the 2009/2010 Non Housing Capital Programme.

6. REPORT

- 6.1 Appendix A outlines the Non-Housing Capital Programme projects aligned to Enterprise, Planning and Infrastructure services and provides for each project the budget for 2009/10, spend to the end of November 2009 and forecast out-turn. The appendix also outlines future years' budget profiles and any current project forecast variance.
- 6.2 The spend to the end of November 2009 only reflects payments made and processed. It excludes commitments that have been made which will be due to be paid by the end of the year. Such commitments will be reflected in the forecast position.
- 6.3 Comments on particular projects, where appropriate, are included in the narrative.

7. AUTHORISED SIGNATURE

Gordon McIntosh
Director of Enterprise, Planning and Infrastructure
gmcintosh@aberdeencity.gov.uk
01224 522941

Susan Cooper
City Chamberlain
sucooper@aberdeencity.gov.uk
01224 522551

8. REPORT AUTHOR DETAILS

Brian Downie
Finance Manager
bdownie@aberdeencity.gov.uk
01224 814541

9. BACKGROUND PAPERS

Financial ledger data, extracted for the period.

Non-Housing Capital Projects – Enterprise, Planning and Infrastructure

Project	Total Approved Project Costs (from 2009/10 for Rolling Projects) £'000	Previous Years Project Spend £'000	2009/10				Future Years Budget Profiles			Total Forecast Costs £'000	Project Forecast Variance £'000
			Total Budget 2009/10 £'000	Spend as at 30/11/09 £'000	Commitments £'000	Forecast Out-turn £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000		
663 Corporate Office Accommodation	67,928	12,703	21,724	5,280	5,455	10,735	34,693	8,470	1,327	67,928	0
Project Description/Project Cost											
For the acquisition and renovation of Marischal College for Corporate Office Accommodation.											
86 Lighting Improvements	1,393	Rolling	200	49	0	193	300	400	500	1,393	0
Project Description/Project Cost											
Replacement and enhancement of potentially dangerous street lighting columns.											
88 Traffic Calming & Road Safety	610	Rolling	160	25	0	160	150	150	150	610	0
Project Description/Project Cost											
A large number of these schemes have just completed the final stage of the legal process for the required traffic regulation orders and were reported to the EP&I committee in October and November 2009. These schemes are planned to be implemented in the last quarter of the financial year.											

Non-Housing Capital Projects – Enterprise, Planning and Infrastructure

Project	Total Approved Project Costs (from 2009/10 for Rolling Projects) £'000	Previous Years Project Spend £'000	2009/10				Future Years Budget Profiles			Total Forecast Costs £'000	Project Forecast Variance £'000
			Total Budget 2009/10 £'000	Spend as at 30/11/09 £'000	Commitments £'000	Forecast Out-turn £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000		
217 MTS Associated Road Improvements - Wellington Rd Phase 5	5,813	5,423	430	114	0	380	10	0	0	5,813	0
Project Description/Project Cost											
Work is progressing on finalising the contract with snagging work, settlement of variations and retention monies being paid prior to the end of March 2010. Bulk of expenditure expected from now until March 2010.											
296 Roads Maintenance Resurfacing	3,073	Rolling	1,723	9	0	1,495	578	450	550	3,073	0
Project Description/Project Cost											
Reconstruction and resurfacing of roads throughout the City.											
413 Footway Improvements	1,382	Rolling	632	2	0	591	291	250	250	1,382	0
Project Description/Project Cost											
Reconstruction and resurfacing of footways throughout the city.											

Non-Housing Capital Projects – Enterprise, Planning and Infrastructure

Project	Total Approved Project Costs (from 2009/10 for Rolling Projects) £'000	Previous Years Project Spend £'000	2009/10				Future Years Budget Profiles			Total Forecast Costs £'000	Project Forecast Variance £'000
			Total Budget 2009/10 £'000	Spend as at 30/11/09 £'000	Commitments £'000	Forecast Out-turn £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000		
470 Road Network - Weak Bridges	268	Rolling	118	34	0	90	78	50	50	268	0
Project Description/Project Cost											
Programme for upgrading or protecting of bridges to bring the structures up to an acceptable load bearing standard.											
471 Road Network - Bridge Major Maintenance Programme	200	Rolling	50	0	0	50	50	50	50	200	0
Project Description/Project Cost											
Major maintenance work.											
550 Signage	242	Rolling	92	17	0	92	50	50	50	242	0
Project Description/Project Cost											
It has always been planned that the majority of this budget would be spent towards the end of the financial year once staff resources become available from completing other capital budget projects.											

Non-Housing Capital Projects – Enterprise, Planning and Infrastructure

Project	Total Approved Project Costs (from 2009/10 for Rolling Projects) £'000	Previous Years Project Spend £'000	2009/10				Future Years Budget Profiles			Total Forecast Costs £'000	Project Forecast Variance £'000
			Total Budget 2009/10 £'000	Spend as at 30/11/09 £'000	Commitments £'000	Forecast Out-turn £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000		
551 Cycling, Walking & Safer Streets (CWSS)	730	Rolling	365	25	0	365	365	0	0	730	0
Project Description/Project Cost											
Approx £88K of the overall budget has already been awarded / committed and the schemes are currently ongoing or completed and awaiting internal re-charging.											
587 Access from the North	9,330	Rolling	200	60	0	200	1,200	3,200	4,730	9,330	0
Project Description/Project Cost											
Study work and designs are being updated by in house staff and specialist consultants with a view to re-submitting the planning application at the end of the calendar year. Bulk of expenditure expected December 2009 to February 2010.											
627 Western Peripheral Route	26,694	5,600	3,949	3,325	0	3,949	5,737	6,048	5,360	26,694	0
Project Description/Project Cost											
Estimated Aberdeen City Council contribution towards the construction of the Western Peripheral Route.											
647 Newhills Manse T Junction	290	280	10	0	0	5	5	0	0	290	0
Project Description/Project Cost											
Residual payments in relation to improvements to the T Junction at Newhills Manse and surrounding road networks.											

Non-Housing Capital Projects – Enterprise, Planning and Infrastructure

Project	Total Approved Project Costs (from 2009/10 for Rolling Projects) £'000	Previous Years Project Spend £'000	2009/10				Future Years Budget Profiles			Total Forecast Costs £'000	Project Forecast Variance £'000
			Total Budget 2009/10 £'000	Spend as at 30/11/09 £'000	Commitments £'000	Forecast Out-turn £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000		
660 Central Aberdeen Transport Infrastructure	1,305	Rolling	1,030	264	975	1,030	60	60	155	1,305	0
Project Description/Project Cost											
To develop and progress the various traffic management and infrastructure improvements necessary to achieve the pedestrianisation of Union Street.											
703 Traffic Signal Safety Upgrade	2,275	507	575	107	0	568	400	400	400	2,275	0
Project Description/Project Cost											
Replacement of traffic signal equipment with safe low voltage units.											
715 MTS - Berryden Road Improvements	2,903	608	385	138	260	360	125	600	1,210	2,903	0
Project Description/Project Cost											
Construction of a new dual carriageway road in Berryden which will make a substantial contribution to the reshaping of traffic systems within the City Centre.											

Non-Housing Capital Projects – Enterprise, Planning and Infrastructure

Project	Total Approved Project Costs (from 2009/10 for Rolling Projects) £'000	Previous Years Project Spend £'000	2009/10				Future Years Budget Profiles			Total Forecast Costs £'000	Project Forecast Variance £'000
			Total Budget 2009/10 £'000	Spend as at 30/11/09 £'000	Commitments £'000	Forecast Out-turn £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000		
716 A96 Park & Ride/Dyce Drive Link Road	9,034	14	100	7	1	20	1,500	3,000	4,500	9,034	0
Project Description/Project Cost											
Most of this cost will be recharged to NESTRANS - they are contributing £150k this year. However £20k of the initial allocation may be required to cover the cost of possible additional staff time re the developing planning application.											
721 Wellington Bridge - Preservation Works Phase 2-4	1,121	950	171	1	0	150	21	0	0	1,121	0
Project Description/Project Cost											
Preservation work & architectural lighting. Estimated £150k tender went out for works end of November											
724 Roads Safety ITS Unit Schemes	167	107	60	0	0	60	0	0	0	167	0
Project Description/Project Cost											
Carried forward from 2008/09.											

Non-Housing Capital Projects – Enterprise, Planning and Infrastructure

Project	Total Approved Project Costs (from 2009/10 for Rolling Projects) £'000	Previous Years Project Spend £'000	2009/10				Future Years Budget Profiles			Total Forecast Costs £'000	Project Forecast Variance £'000
			Total Budget 2009/10 £'000	Spend as at 30/11/09 £'000	Commitments £'000	Forecast Out-turn £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000		
743 Upgrade of Footpaths at Heathryfold	5	0	15	0	0	5	0	0	0	5	0
Project Description/Project Cost											
To undertake improvements to remote footpaths/car parks/drainage in part of Heathryfold to a suitable standard to allow their adoption by the Council.											
757 Union Street Cable Support System for Banners & Festive Lights	40	22	18	3	0	6	12	0	0	40	0
Project Description/Project Cost											
To undertake an assessment of the support system. Report went to November committee on future works											
216 Car Parking: Extend Pay & Display	575	Rolling	566	25	0	566	9	0	0	575	0
Project Description/Project Cost											
This scheme is currently out as a competitive tender and the tender will be returned this week and hopefully awarded soon after. Once awarded, the contract is due for completion by late February 2010 and the controlled parking area will go live on 1 April 2010.											

Non-Housing Capital Projects – Enterprise, Planning and Infrastructure

Project	Total Approved Project Costs (from 2009/10 for Rolling Projects) £'000	Previous Years Project Spend £'000	2009/10				Future Years Budget Profiles			Total Forecast Costs £'000	Project Forecast Variance £'000
			Total Budget 2009/10 £'000	Spend as at 30/11/09 £'000	Commitments £'000	Forecast Out-turn £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000		
735 Car Parking: Extend Pay & Display - Zone M Rosemount Area	135	Rolling	145	13	0	135	0	0	0	135	0
Project Description/Project Cost											
It is anticipated that the scheme will be completed during December 2009 and the controlled parking area will go live on 1 January 2010, therefore we are still on target to complete the budget spend.											
739 Replacement Programme for Pay & Display Machines	100	0	100	0	0	0	100	0	0	100	0
Project Description/Project Cost											
A replacement programme for pay and display machines as they reach the end of their working life.											
646 Glashieburn Flood Protection	327	152	175	10	0	25	130	20	0	327	0
Project Description/Project Cost											
To prevent the flood of properties at Lochside Drive, which entails the construction of attenuation ponds. Report to go to January committee on future works.											

Non-Housing Capital Projects – Enterprise, Planning and Infrastructure

Project	Total Approved Project Costs (from 2009/10 for Rolling Projects) £'000	Previous Years Project Spend £'000	2009/10				Future Years Budget Profiles			Total Forecast Costs £'000	Project Forecast Variance £'000
			Total Budget 2009/10 £'000	Spend as at 30/11/09 £'000	Commitments £'000	Forecast Out-turn £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000		
734 Flood Prevention	406	206	94	0	0	50	50	50	50	406	0
Project Description/Project Cost											
Improvement to various sections of open watercourses and culverts throughout the city.											
362 Railings / Metalwork - Repairs & Maintenance	103	Rolling	139	1	0	100	3	0	0	103	0
Project Description/Project Cost											
To be used to replace various railways and metalwork in the City.											
363 Improve City Gateways / Appearance of Routes In	76	Rolling	76	0	0	76	0	0	0	76	0
Project Description/Project Cost											
Physical hard and soft landscape improvements to the main access and exit points of the City. Planned work includes Wellington Road, Beach Boulevard and Powis Place.											

Non-Housing Capital Projects – Enterprise, Planning and Infrastructure

Project	Total Approved Project Costs (from 2009/10 for Rolling Projects) £'000	Previous Years Project Spend £'000	2009/10				Future Years Budget Profiles			Total Forecast Costs £'000	Project Forecast Variance £'000
			Total Budget 2009/10 £'000	Spend as at 30/11/09 £'000	Commitments £'000	Forecast Out-turn £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000		
462 Council Travel Plan	89	54	25	0	9	25	10	0	0	89	0
Project Description/Project Cost											
This budget is being used to provide facilities to support the Council's staff travel plan.											
563 Vehicle Replacement	6,000	Rolling	1,500	853	647	1,500	1,500	1,500	1,500	6,000	0
Project Description/Project Cost											
Annual vehicle replacement programme. Orders totaling £500,000 were placed during October 2009.											
567 Memorials in City Cemeteries	215	Rolling	65	0	0	65	50	50	50	215	0
Project Description/Project Cost											
Inspection of stability and safety of memorials and re-erection of headstones.											
662 Wifi Infrastructure	508	472	33	36	0	36	0	0	0	508	0
Project Description/Project Cost											
This relates to the implementation of the wireless network across the city's regeneration areas											

Non-Housing Capital Projects – Enterprise, Planning and Infrastructure

Project	Total Approved Project Costs (from 2009/10 for Rolling Projects) £'000	Previous Years Project Spend £'000	2009/10				Future Years Budget Profiles			Total Forecast Costs £'000	Project Forecast Variance £'000
			Total Budget 2009/10 £'000	Spend as at 30/11/09 £'000	Commitments £'000	Forecast Out-turn £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000		
758 Upgrade of MOT Station	35	0	35	0	0	35	0	0	0	35	0
Project Description/Project Cost											
For the upgrading of the MOT station with an automatic test lane.											
765 Nestrans - Capital Grant	5,644	Rolling	1,411	0	1,411	1,411	1,411	1,411	1,411	5,644	0
Project Description/Project Cost											
Amount included within the Council's General Capital Grant, which must be paid to Nestrans.											
768 Energising Aberdeen	1,700	Rolling	1,700	0	0	1,700	0	0	0	1,700	0
Project Description/Project Cost											
Outstanding commitments of a capital nature from the previously ring fenced grant.											
Total Enterprise, Planning and Infrastructure	150,716	27,098	38,071	10,398	8,758	26,228	48,888	26,209	22,293	150,716	0

Notes:

Spend as at 31/10/09 reflects payments made only and not the costs of commitments made for orders placed or work in progress for accepted tenders which will be reflected in the forecast position.

Future Years Budget Profiles are subject to review and then approval by Council in February 2010.

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ABERDEEN CITY COUNCIL

COMMITTEE Enterprise, Planning and Infrastructure DATE 12 Jan 2010

DIRECTOR Gordon McIntosh

TITLE OF REPORT Car Parking Income

REPORT NUMBER: **EPI/10/022**

1. PURPOSE OF REPORT

This report seeks to bring to Members attention the current position regarding the income from Car Parking services and the steps being taken to bring the budget in on target.

2. RECOMMENDATION(S)

It is recommended that the committee note the position regarding the income from Car Parking and acknowledge the steps being taken by officers to keep within budget.

3. FINANCIAL IMPLICATIONS

The base budget for 2009/10 set a target of a surplus of £4.08M for the car parking service. This does not take account of ongoing maintenance of signing and lining and debt charges for capital repayment costs for current infrastructure e.g. car parks, machines etc.

Officers across the three services involved are making every effort to ensure that the target is met.

4. SERVICE & COMMUNITY IMPACT

This proposal accords with National Outcomes 12 and 14 and especially the local outcome to minimise the global impact of transport within the Single Outcome Agreement 2009/10.

The Local Transport Strategy sets out a number of policies in relation to car parking and a detailed report on the strategic reasoning for the current charging levels was approved by the Resources Management Committee in February 2009.

5. OTHER IMPLICATIONS

The run up to and subsequent post Christmas sales period are always busiest times for parking in the city. The impact of parking activity on the budget will not be fully understood until the end of January at the earliest.

6. REPORT

The Car Parking service is currently split between three Directorates. Enterprise, Planning and Infrastructure hold responsibility for the overall budget, policy and development of charging structures. Housing and Environment manage the City Warden service and therefore control spending from the staffing perspective. Corporate Governance manage the cash collection, debtors and appeals elements of the service.

During the budget process in 2008 the Council approved a number of options to increase charging levels for on and off street. One significant change was to permits and in particular the charge for resident's permits. Across the city the charge was increased and in Foresterhill a charge was introduced for the first time.

There are many factors which affect income levels from Car Parking. While charging levels play a major part, the ease of alternatives also acts as an encouragement or discouragement to drivers, residents or businesses. The City has seen an increase in the overall level of parking available with the opening of Union Square in October 2009 and increased capacity at the Bon Accord/St Nicholas Centre in the late summer. In total this has increased capacity by over 1500 spaces. At the same time the Market Stance car park to the North of the Castlegate, which was operated by the Council, began redevelopment. Allied to the sale of the College Street Car Park as part of the Union Square development and the redevelopment of the Justice Mill site, the number of spaces managed by the Council has decreased by almost 900 spaces in a period of 18 months.

The economic downturn has also played a part in our income levels. In the same way that city centre retail businesses have found it more challenging in 2009, the lack of visitors to the city centre also means that people are not paying for parking as much as in the past.

A detailed analysis of income for both on and off street has been undertaken and is presented in Appendix 1 for each theme of income. In summary for the parking income streams up to the end of October 2009 is as follows:

- There are clear signs that both On and Off Street Parking are struggling to perform to budget. On-Street income for September and October 2009 was lower than for the same months in 2008, and the monthly Off-Street income is virtually unchanged. While year on year the income is higher than 2008/09 the income targets are not being met. The combined budget shortfall could be £325k at the end of this year, but a lot will depend on income achieved in the run up and during the festive period.

- Residents Parking Permits are budgeted at £970K for the full year. While income is increased from last year the figure for 2009/10 up to period 7 is only £455K. The budget shortfall could reach £275K if this trend does not improve. While September and October are months when the original schemes commenced and therefore the largest amount of permits are renewed, the November to February period is traditionally quiet for permit renewals so there may not be large amounts of income coming in over the next few months. A detailed breakdown of permits /zone so far this year is included in the appendix.

- Monthly permits for off street car parks are marginally below the income target and are projecting a budget shortfall of around £30K.

- Business Parking Permits continue to go from strength to strength, and based on current levels of uptake are projecting around £85k more than budget.

- Cash collection on PCNs is a bit higher than last year with greater efforts being made to deal with appeals, and pursuit of unpaid PCN debts. The budget is expected to be exceeded by a small amount in comparison with the overall income. The Scottish Government have asked all of the Local Authorities who have Decriminalised Parking powers to submit a detailed business case to justify requests to increase the levels of PCN charges. As PCNs are accrued to the budget the monthly trends are important here.

While income levels are around £550K below budget the level of spending on staffing costs are well below the budgeted allowance. Administration and enforcement staff (City Wardens) vacancies are amounting to an underspend of approximately £570K. The level of vacancies amounts to around 20% of the city warden resource and so efforts are being made to bring levels back up to full complement.

Given the potential for minor fluctuations and the changes to VAT levels from 1st January we will have to closely monitor expenditure throughout the remainder of the year.

REPORT AUTHOR DETAILS

Hugh Murdoch,
Head of Service,
hughm@aberdeencity.gov.uk
01224 814520

BACKGROUND PAPERS

Refer to any sources used in the writing of your report. Please note that it is a statutory requirement that any papers that are listed must be made available to the public on request.

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PERMIT ANALYSIS 2007 TO 2009 - RESIDENTS PARKING PERMITS

Parking Zone	Fixed	Visitor	Combined	Fixed	Visitor	Combined	Fixed	Visitor	Combined	Fixed	Visitor	Combined
	Permit No's 2007	Permit No's 2007	Permit No's 2007	Permit No's 2008	Permit No's 2008	Permit No's 2008	Permit No's 2009	Permit No's 2009	Permit No's 2009	% Change 2008 to 2009	% Change 2008 to 2009	% Change 2008 to 2009
A	114	n/a	114	113	n/a	113	118	n/a	118	4.4%	n/a	4.4%
B	109	n/a	109	111	n/a	111	103	n/a	103	(7.2%)	n/a	(7.2%)
C	246	n/a	246	248	n/a	248	249	n/a	249	0.4%	n/a	0.4%
E	183	n/a	183	197	n/a	197	176	n/a	176	(10.7%)	n/a	(10.7%)
F	179	n/a	179	181	n/a	181	132	n/a	132	(27.1%)	n/a	(27.1%)
G	210	n/a	210	245	n/a	245	217	n/a	217	(11.4%)	n/a	(11.4%)
H	530	251	781	537	278	815	345	282	627	(35.8%)	1.4%	(23.1%)
J	243	105	348	248	101	349	185	127	312	(25.4%)	25.7%	(10.6%)
K	566	255	821	550	297	847	379	334	713	(31.1%)	12.5%	(15.8%)
L	657	602	1259	635	585	1220	480	560	1040	(24.4%)	(4.3%)	(14.8%)
M	321	269	590	309	245	554	212	241	453	(31.4%)	(1.6%)	(18.2%)
N	568	248	816	546	270	816	387	313	700	(29.1%)	15.9%	(14.2%)
P	57	33	90	50	32	82	41	40	81	(18.0%)	25.0%	(1.2%)
R	112	0	112	117	0	117	118	0	118	0.9%	n/a	0.9%
T	432	316	748	412	312	724	283	319	602	(31.3%)	2.2%	(16.9%)
V	385	324	709	348	287	635	220	257	477	(36.8%)	(10.5%)	(24.9%)
W (from 1 Oct 08)	0	0	0	322	191	513	218	216	434	(32.3%)	13.1%	(15.4%)
Totals	4912	2403	7315	5169	2598	7767	3863	2689	6552	(25.3%)	3.5%	(15.6%)
Y (Garthdee)	501	624	1125	243	273	516	538	623	1161			
Z (Foresterhill)	240	289	529	1070	1144	2214	142	93	235			

Notes

1. Data has been compared for the period **April to November** for each year, to allow a like for like comparison. These are **NOT** full year totals for each zone.

2. Permits in Garthdee and Foresterhill were previously valid for two years, so a year on year analysis is not really appropriate. 2009 has been compared to 2007 instead. Residents permits in Garthdee are still issued to residents free of charge under the agreement with RGU.

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ON STREET PARKING INCOME BY ZONE

Financial Year 2008/09

Zone	Area	Income	Income	Income	Revenue	Income	Surplus /	Notes
		1st 6 months	2nd 6 months	Total	Budget	Total	(Deficit)	
		£	£	£	£	£	£	
A	Golden Square	136,837	140,577	277,414	305,324	277,414	(27,910)	
B	Bon Accord	176,624	164,325	340,949	407,464	340,949	(66,515)	
C	Rose St	69,561	62,591	132,152	172,431	132,152	(40,279)	
E	Crown St	100,473	102,993	203,467	220,756	203,467	(17,289)	
F	Marischal St	51,625	55,834	107,459	132,893	107,459	(25,435)	
G	George St	91,484	115,770	207,254	218,559	207,254	(11,305)	
H	Ferryhill	73,286	64,799	138,084	157,055	138,084	(18,971)	
J	King St	29,100	35,088	64,187	80,175	64,187	(15,988)	
K	Rosemount	101,230	106,458	207,688	208,674	207,688	(986)	
L	Whitehall	45,559	43,459	89,018	102,141	89,018	(13,123)	
M	Rosemount	17,682	16,177	33,859	32,949	33,859	910	
N	Ashvale	80,320	75,231	155,552	181,217	155,552	(25,665)	
P	Rubislaw	122,812	119,255	242,067	280,063	242,067	(37,996)	
T	Ashley	21,831	29,981	51,812	47,226	51,812	4,586	
V	South Ferryhill	5,977	8,834	14,811	13,179	14,811	1,632	
W	George St (North)	0	25,402	25,402	9,885	25,402	15,517	1
Z	Foresterhill	35,594	45,658	81,253	69,000	81,253	12,253	
		1,159,997	1,212,431	2,372,428	2,638,991	2,372,428	(266,563)	

Financial Year 2009/10 to date

Zone	Area	Income	Half Year	Half Year	Full Year	Full Year	Full Year	Notes
		1st 6 months	Revenue	Surplus /	Revenue	Forecast	Surplus /	
		£	Budget	(Deficit)	Budget	Outturn	(Deficit)	
		£	£	£	£	£	£	
A	Golden Square	140,053	160,854	(20,801)	321,708	290,000	(31,708)	
B	Bon Accord	171,911	214,674	(42,763)	429,348	333,000	(96,348)	
C	Rose St	71,126	90,840	(19,714)	181,680	136,000	(45,680)	
E	Crown St	97,092	116,298	(19,206)	232,596	202,000	(30,596)	
F	Marischal St	56,289	70,008	(13,719)	140,016	121,000	(19,016)	
G	George St	114,248	115,152	(904)	230,304	267,000	36,696	
H	Ferryhill	69,389	82,740	(13,351)	165,480	131,000	(34,480)	
J	King St	43,127	42,240	887	84,480	104,000	19,520	
K	Rosemount	105,422	109,944	(4,522)	219,888	223,000	3,112	
L	Whitehall	51,370	53,814	(2,444)	107,628	85,000	(22,628)	
M	Rosemount	16,250	17,358	(1,108)	34,716	29,000	(5,716)	
N	Ashvale	77,701	95,472	(17,771)	190,944	155,000	(35,944)	
P	Rubislaw	110,657	147,558	(36,901)	295,116	218,000	(77,116)	
T	Ashley	25,604	24,876	728	49,752	61,000	11,248	
V	South Ferryhill	7,160	6,954	206	13,908	17,000	3,092	
W	George St (North)	36,992	5,526	31,466	11,052	37,000	25,948	1
Z	Foresterhill	39,045	36,366	2,679	72,732	103,000	30,268	
		1,233,438	1,390,674	(157,236)	2,781,348	2,512,000	(269,348)	

Year on Year Analysis

Zone	Area	Change in	Change in	Forecast	Forecast	Notes
		Income		Revenue	Change in	
		1st 6 months	Budget	Full Year	Surplus /	
		£	£	in Income	(Deficit)	
		£	£	£	£	
A	Golden Square	3,216	16,384	12,586	(3,798)	
B	Bon Accord	(4,713)	21,884	(7,949)	(29,833)	
C	Rose St	1,565	9,249	3,848	(5,401)	
E	Crown St	(3,381)	11,840	(1,467)	(13,307)	
F	Marischal St	4,664	7,123	13,542	6,419	
G	George St	22,764	11,745	59,746	48,001	
H	Ferryhill	(3,896)	8,425	(7,084)	(15,509)	
J	King St	14,028	4,305	39,813	35,508	
K	Rosemount	4,192	11,214	15,312	4,098	
L	Whitehall	5,811	5,487	(4,018)	(9,505)	
M	Rosemount	(1,432)	1,767	(4,859)	(6,626)	
N	Ashvale	(2,620)	9,727	(552)	(10,279)	
P	Rubislaw	(12,155)	15,053	(24,067)	(39,120)	
T	Ashley	3,773	2,526	9,188	6,662	
V	South Ferryhill	1,183	729	2,189	1,460	
W	George St (North)	36,992	1,167	11,598	10,431	1
Z	Foresterhill	3,451	3,732	21,747	18,015	
		73,441	142,357	139,572	(2,785)	

Notes

1. Zone W went "live" on 1 October 2008

OFF STREET PARKING INCOME BY CAR PARK
Financial Year 2008/09

Car Park	Income 1st 6 months £	Income 2nd 6 months £	Income Total £	Revenue Budget £	Income Total £	Surplus / (Deficit) £	Notes
Broomhill Road	4,493	4,632	9,125	9,885	9,125	(760)	
Chapel Street	191,416	228,303	419,719	563,084	419,719	(143,365)	
Denburn	169,614	210,232	379,847	351,452	379,847	28,395	
East North Street	26,755	31,515	58,270	56,013	58,270	2,257	
Fonthill Road	2,585	1,497	4,082	6,590	4,082	(2,508)	
Gallowgate	126,431	136,683	263,114	270,179	263,114	(7,065)	
Market Stance	66,177	70,123	136,300	0	136,300	136,300	1
St Nicholas House	15,384	14,229	29,613	52,850	29,613	(23,237)	
Summer Street	0	22,031	22,031	54,914	22,031	(32,883)	2
Virginia Street	13,339	14,375	27,713	23,064	27,713	4,649	
West North Street	47,187	64,505	111,692	77,978	111,692	33,714	
	663,381	798,126	1,461,507	1,466,009	1,461,507	(4,502)	

Financial Year 2009/10 to date

Car Park	Income 1st 6 months £	Half Year Revenue Budget £	Half Year Surplus / (Deficit) £	Full Year Revenue Budget £	Full Year Forecast Outturn £	Full Year Surplus / (Deficit) £	Notes
Broomhill Road	5,360	5,214	146	10,428	12,000	1,572	
Chapel Street	233,820	296,658	(62,838)	593,316	425,000	(168,316)	
Denburn	172,130	185,172	(13,042)	370,344	329,000	(41,344)	3
East North Street	49,880	29,502	20,378	59,004	112,000	52,996	
Fonthill Road	3,599	3,480	119	6,960	6,000	(960)	
Gallowgate	141,772	142,344	(572)	284,688	298,000	13,312	
Market Stance	6,947	0	6,947	0	6,947	6,947	1
St Nicholas House	17,097	27,834	(10,737)	55,668	33,000	(22,668)	
Summer Street	26,490	28,944	(2,454)	57,888	50,000	(7,888)	2
Virginia Street	14,369	12,144	2,225	24,288	32,000	7,712	
West North Street	47,571	41,088	6,483	82,176	117,000	34,824	
	719,036	772,380	(53,344)	1,544,760	1,420,947	(123,813)	

Year on Year Analysis

Car Park	Change in Income 1st 6 months £	Change in Revenue Budget £	Forecast Change Full Year in Income £	Forecast Change in Surplus / (Deficit) £	Notes
Broomhill Road	867	543	2,875	2,332	
Chapel Street	42,404	30,232	5,281	(24,951)	
Denburn	2,516	18,892	(50,847)	(69,739)	
East North Street	23,125	2,991	53,730	50,739	4
Fonthill Road	1,013	370	1,918	1,548	
Gallowgate	15,341	14,509	34,886	20,377	
Market Stance	(59,230)	0	(129,353)	(129,353)	1
St Nicholas House	1,713	2,818	3,387	569	
Summer Street	26,490	2,974	27,969	24,995	2
Virginia Street	1,031	1,224	4,287	3,063	
West North Street	384	4,198	5,308	1,110	
	55,654	78,751	(40,560)	(119,311)	

Notes

1. The original termination date for the lease of Market Stance car park was 28 February 2008. The actual termination date was 9 April 2009, over 12 months later than originally expected.

2. Summer Street car park re-opened to the public on 15 August 2008, after a 2-year private lease of the grounds to Stewart Milne Group during the construction of Union Plaza on Union Row.

3. Denburn car park was closed for approximately 10 days after flooding in September 2009.

4. Council employees holding monthly parking permits were banned from East North Street car park in 2009/10, following the closure of Market Stance car park. Turnover of spaces in East North Street car park has increased as a result of this.

OTHER PARKING INCOME

Financial Year 2008/09

Type	Income 1st 6 months £	Income 2nd 6 months £	Income Total £	Revenue Budget £	Income Total £	Surplus / (Deficit) £	Notes
CPZ Scratchcards	28,909	39,649	68,558	50,000	68,558	18,558	
Residents Permits	259,172	193,532	452,704	431,000	452,704	21,704	
Monthly Permits	377,387	353,428	730,815	585,000	730,815	145,815	
Business Permits	50,838	4,007	54,845	60,000	54,845	(5,155)	
Visitor Permits	1,510	1,410	2,920	2,000	2,920	920	
PCNs	577,738	658,981	1,236,719	1,368,000	1,236,719	(131,281)	1
	1,295,553	1,251,006	2,546,559	2,496,000	2,546,559	50,559	

Type	Financial Year 2009/10 to date Income 1st 6 months £	Half Year Revenue Budget £	Half Year Surplus / (Deficit) £	Full Year Revenue Budget £	Full Year Forecast Outturn £	Full Year Surplus / (Deficit) £	Notes
CPZ Scratchcards	31,324	25,626	5,698	51,252	68,000	16,748	
Residents Permits	374,987	484,392	(109,405)	968,784	768,784	(200,000)	
Monthly Permits	252,737	332,316	(79,579)	664,632	544,632	(120,000)	
Business Permits	83,446	31,500	51,946	63,000	110,000	47,000	
Visitor Permits	2,250	1,026	1,224	2,052	4,000	1,948	
PCNs	644,827	907,056	(262,229)	1,814,112	1,814,112	0	1
	1,389,571	1,781,916	(392,345)	3,563,832	3,309,528	(254,304)	

Year on Year Analysis

Type	Change in Income 1st 6 months £	Change in Revenue Budget £	Forecast Change Full Year in Income £	Forecast Change in Surplus / (Deficit) £
CPZ Scratchcards	2,415	1,252	(558)	(1,810)
Residents Permits	115,815	537,784	316,080	(221,704)
Monthly Permits	(124,650)	79,632	(186,183)	(265,815)
Business Permits	32,609	3,000	55,155	52,155
Visitor Permits	740	52	1,080	1,028
PCNs	67,089	446,112	577,393	131,281
	94,018	1,067,832	762,969	(304,863)

Notes

1. Actual Income figures exclude accruals for outstanding PCNs.

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ABERDEEN CITY COUNCIL

COMMITTEE Enterprise, Planning and Infrastructure Committee

DATE 12 January 2009

CORPORATE DIRECTOR Gordon McIntosh
Enterprise, Planning and Infrastructure

TITLE OF REPORT Applications for Funding from the International
Twinning Budget 2009/2010

REPORT NUMBER: EPI/10/003

1. PURPOSE OF REPORT

The purpose of the report is to bring before the Committee applications for financial assistance from the 2009/2010 International Twinning Budget and to make recommendations.

2. RECOMMENDATION(S)

It is recommended that the Committee:

- 1 Approve a contribution of £1,100 to Aberdeen District Coaching Group, towards the accommodation and subsistence costs of 6 participants at the Nordic Games in Stavanger

3. FINANCIAL IMPLICATIONS

Council approved the International Budget for 2009/2010 at the Council meeting of 12 February 2009. The approved budget, which is from the Common Good Fund, earmarked £72,000 in grants available for financial year 2009/2010.

4. SERVICE & COMMUNITY IMPACT

The use of the International Twinning Budget to support international activity links closely to several of the Community Plan Challenges, for example, Learning; Arts, Heritage and Sport; Aberdeen's Image; Getting Involved; Being Informed and Leading the City. In the policy statement "Vibrant, Dynamic and Forward Looking", the Council sets out how it aims to make Aberdeen an even better place to live and work. Promoting and supporting international exchanges, involving various communities of interest, contributes to this aim and to the actions of the Single Outcome Agreement. Furthermore, the Council's Vision is to be recognized widely as a leading local authority in Northern Europe by 2010. To achieve this Vision, the Council needs to have a visible profile on the international stage and twin city partnership projects contribute significantly to this. Aberdeen's twin city partnership initiatives:

- foster international understanding and friendship and an appreciation of cultural diversity,
- provide Aberdeen's citizens with an awareness of, and insight into, international issues and perspectives and their impact on Aberdeen and Scotland,
- promote the image and raise the profile of the City overseas; and
- Provide a forum for the exchange of knowledge, expertise, skills, ideas and best practice in any given field.

Opportunities for City groups and organisations to access twin city projects and possible funding are advertised through the Council's website, press releases, school circulars where appropriate and the ACVO e-bulletin.

5. OTHER IMPLICATIONS

Health and Safety: The health and safety implications of all visits are taken into account during planning, with any exceptional implications to be addressed at the time of application. Officers regularly review the travel advice provided by the Foreign and Commonwealth Office and are in close contact with counterpart officers in the twin cities to ensure information provided to participants is accurate and up-to-date. Participants are offered comprehensive pre-visit briefings by the International Strategist and have the opportunity to ask questions and request support. When participating in overseas visits, Council employees are covered by the Council's insurance policy while non-Council employees are advised to obtain comprehensive travel insurance. The International Strategist carries out a risk assessment process for officer and Elected Member travel on twin city initiatives.

Risk Management: Aberdeen City Council will not be able to achieve its stated vision of being recognized widely as a leading local authority in Northern Europe by 2010 if it does not support activity that raises the profile of Aberdeen on the international stage. Long-established community links will not be maintained without support from the international budget and people in Aberdeen would lose a wide range of opportunities to engage effectively with the international community. In addition, incoming visitors to the city on twin city projects support the local economy through their use of the hospitality and retail sectors in particular, and it is important to maintain and build on this added value.

Human Rights, Equalities and Diversity: Aberdeen City Council has in place a range of statutory and discretionary plans, schemes and policies to promote equality. Officers endeavour to target groups and communities which have not previously had experience of international visits or exchanges, or which have been under-represented in twin city activities. Applicants complete an equal opportunities monitoring form as part of the application process.

6. REPORT

Ref	Balance of Budget available 2009/2010 List of applications	£9,008
6.1	<i>Aberdeen & District Disabled Multisports Coaching Group's Participation to Nordic Games in Stavanger (May 2010)</i>	£1,150
	TOTAL	£1,150
	Amount remaining in budget if awards approved	£7,858

6.1

Aberdeen & District Disabled Multisports Coaching Group's participation to the Nordic Games in Stavanger (27-31 May)

The Aberdeen & District Disabled Multisports Coaching Group (ADDMCG) is dedicated "to coach disabled and non-disabled children (...) and adults with the aim to get people into sport and get fit". They have been working closely with their partners in Aberdeen's twin city of Stavanger for eight years, giving disabled and non-disabled participants an opportunity to travel abroad, exchange their experiences and connect with a different culture, an opportunity many of them wouldn't otherwise have.

Stavanger's Nordic Games constitute one of the main events for such exchanges. The Nordic Games Stavanger Festival is a multisports event for people with disabilities. The encounters, which have been organised on an annual basis since 2001, bring together teams from different countries around Scandinavia and the North Sea region. This event is organised by *Stavanger Helsesportlag*, which is the partner organisation of Aberdeen's Multisports Coaching Group.

Past applications by ADDMCG to the Council's twinning budget have been funded for amounts of £6,000 and £8,000 in 2006 and 2008 respectively. These recent visits to Stavanger, besides participating in the sports events, also allowed for a mutually beneficial exchange of experiences between coaches from the Aberdeen group and their partners in Stavanger around disabled persons' engagement in sports and cultural exchange. In both cases, the majority of people attending were different from previous occasions, though some of the organisers were the same.

On this occasion, the grant is requested to contribute towards the team registration, accommodation and subsistence costs for 6 new participants within a group of 26 people from Aberdeen attending the Nordic Games in May 2010.

The Aberdeen & District Disabled Multisports Coaching Group is aware that Aberdeen City Council's twinning grants are being prioritised towards assisting people who have not had the opportunity to participate in twinning activities before. ADDMCG has therefore achieved substantial fundraising for this visit (£6,200), and each participant will cover their air fare from Aberdeen to Stavanger (£300 per person). Additionally, the organisers of the Nordic Games Festival (*Stavanger Helsesportlag*) have secured funding of around £3,100 to cover local transport costs and a countryside excursion for the 26 participants from Aberdeen.

The total cost of the visit for ADDMCG is £17,500. Their application to Aberdeen City Council's international twinning budget therefore seeks to cover the shortfall of £1,150.

Beyond the participation in and results of the sports events, the benefits to the citizens of Stavanger and Aberdeen will be measured by the successful exchange between the coaching groups; the further development of an ongoing link between the groups of both cities in terms of coaching; and the engagement of disabled persons in an international and multicultural context through multiple sport activities.

The *Stavanger Helsesportlag*, the organiser of the Nordic Games festival, has kindly issued an invitation for the International Strategist to attend the event. Although this cordial invitation is much appreciated, the participation of a Council officer is not required for the successful outcome of the visit, given the extensive experience of Aberdeen and District Disabled Multisports Coaching Group in organising such visits.

Recommendation: It is recommended that the Committee approve a contribution of £1,150 from the 2009/2010 international twinning budget towards the travel of 6 new delegates from Aberdeen & District Coaching Group to participate to the Nordic Games in Stavanger from the 27 to 31 May 2010.

7. REPORT AUTHOR DETAILS

Nicolas Ellison

International Partnerships Officer

Tel: 01224 814635; Email: nellison@aberdeencity.gov.uk

8. BACKGROUND PAPERS

None

ABERDEEN CITY COUNCIL

COMMITTEE

Enterprise, Planning and Infrastructure Committee

DATE

12 January 2010

LEAD HEAD OF SERVICE

Dr Margaret Bochel

DIRECTOR

Gordon McIntosh

TITLE OF REPORT

Greenferns Development Framework and Masterplan

REPORT NUMBER

EPI/10/011

1. PURPOSE OF REPORT

- 1.1 This report outlines the new Greenferns Development Framework and Masterplan, prepared as a guide for the future development on an area of Council owned land.

2. RECOMMENDATION(S)

It is recommended that the Committee:

- 2.1 Approve the Greenferns Masterplan as Supplementary Planning Guidance for the site identified as Opportunity site OP2 in the Aberdeen Local Plan 2008.
- 2.2 Approve the Greenferns Development Framework as Supplementary Planning Guidance for the Strategic Housing Land Reserve (SHLR) identified in the Aberdeen Local Plan 2008, to be considered in the forthcoming Aberdeen Local Development Plan.

3. FINANCIAL IMPLICATIONS

- 3.1 The site is predominantly owned by Aberdeen City Council, the majority of which is held on the Common Good Account. As such the Council has a financial interest in the Planning designation and future development of the site.
- 3.2 The current Aberdeen Local Plan, adopted in June 2008, indicates that the Greenferns site could accommodate around 800 houses (120 in the OP2 site and 680 in the SHLR site) However the Greenferns Development Framework and Masterplan proposes between 1177-1458 units depending on the desired density range (around 270 units on the OP2 site), which would have a positive impact in terms of finance relating to a potentially larger land value receipt.

4. SERVICE & COMMUNITY IMPACT

- 4.1 The Greenferns Development Framework and Masterplan support the Aberdeen City and Shire Structure Plan policies and targets for housing allocations in the North East until 2030.
- 4.2 The Development Framework and Masterplan seek to contribute towards a higher rate of new house building in the City, including significant affordable housing provision. The Structure Plan indicates that the required level of affordable housing is likely to be in the range of 20-30% although this will only be confirmed when the Aberdeen City and Shire Housing Need and Demand Assessment is completed in 2010.
- 4.3 The Development Framework and Masterplan indicate a mix of uses, including business, education, leisure, retail, recycling centre and healthcare. This will aid in regeneration and improved quality of life for the adjacent neighbourhoods through the enhanced provision and access to community facilities. The Greenferns Development Framework and Masterplan follow national design guidance and aim to create a successful place with a sense of identity.
- 4.4 In accordance with Policy 83 of the Aberdeen Local Plan 2008, Developer Contributions will be sought. Including, but not limited to, education, community facilities, drainage, recreational and amenity open space, sports facilities and providing for a choice of transport modes.
- 4.5 An Equalities and Human Rights Impact Assessment has been prepared, the results of which are included as an appendix to this report and the development framework.

5. OTHER IMPLICATIONS

- 5.1 There are no property, legal and equipment implications arising from this report.
- 5.2 The Development Framework and Masterplan reduce the risk of piecemeal and inappropriate development in the area. The efficient use of land will contribute towards the Council's aim of promoting sustainable development.
- 5.3 Approving the Development Framework and Masterplan will contribute to efficiencies in determining future planning applications and the provision of new affordable housing. By encouraging acceptable forms and uses of new development to be agreed publicly, it allows more informed decision making to be made earlier, saving time and resources for staff, applicants and the public.
- 5.4 A Strategic Environmental Assessment has been undertaken on the Greenferns site as part of the preparation for the forthcoming Aberdeen Local Development Plan (see Section 9.4 for reference).

6. REPORT

- 6.1 EDAW and its Design Team were appointed by Aberdeen City Council in April 2009 to produce a Development Framework, Masterplan and Impact Assessments for Greenferns.
- 6.2 EDAW's Design Team has subsequently met with Aberdeen City Council on a monthly basis, to present and discuss the development of the framework and receive client feedback. The Greenferns Development Framework and Masterplan is the product of this process.

Policy Considerations

- 6.3 The Development Framework has been prepared following the Aberdeen Masterplanning Process, approved in November 2008, and contributes significantly to the Aberdeen City Council Design Campaign's aims of raising design quality in new development (see Section 9 for references).
- 6.4 The Public Local Inquiry Report into Unresolved Objections to the Finalised Aberdeen Local Plan made a number of recommendations which the Development Framework has taken into consideration resolved most notably the extensive masterplanning work and the completion of a Noise Impact Assessment.
- 6.5 Part of the Greenferns site is zoned in the current Aberdeen Local Plan as Opportunity Site 2 (OP2) while the larger part is zoned as Strategic Housing Land Reserve (for an indicative number of 120 and 680 houses respectively). The new Heathryburn School, which opened in April 2009, is within the OP2 site but the remainder is undeveloped.
- 6.6 The City Council adopted Housing Land Release Supplementary Planning Guidance in October 2008 (article 11, Policy and Strategy Committee Minutes, 11/10/08), which allows the OP2 site to be released for development subject to planning approval and masterplan preparation.
- 6.7 The larger part of the Greenferns Site, identified as Strategic Housing Land Reserve, is covered by Policy 30 of the Aberdeen Local Plan 2008 which states that such sites are to be treated as areas of search for future housing land, the precise boundaries of which will be the subject of comprehensive assessment as part of the future development plan and masterplanning processes.
- 6.8 The Strategic Housing Land Reserve part of Greenferns is now being considered as part of the work being undertaken to prepare the new Aberdeen Local Development Plan. The site was identified as a possible development option and was subsequently included in the Aberdeen Local Development Plan Main Issues Report (published in October 2009) as a desirable option. The Main Issues Report was made available for public consultation between 16th October and 11th December 2009. It suggests

that Greenferns could accommodate 750 homes in Phase 1 (2007-2016), 350 homes in Phase 2 (2017-2023) and 400 homes in phase 3 (2024-2030). Members will have to consider all responses to the Main Issues Report before finalising the Proposed Plan which is expected to be published in September 2010.

6.9 The proposals for Greenferns will respond to the landscape to create a clear and identifiable place which can grow and evolve as an integrated part of the City and not act as a sub-urban 'bolt on' estate.

6.10 Greenferns will:-

Create Identity – create a new community on the edge of Aberdeen, featuring a range of land-use, density and house types. Existing landscape features are used to create a distinctive character and generate a sense of place with strong identity.

Create a Community – create a neighbourhood to encourage a community to develop. Streets and spaces will be surrounded by appropriately scaled and positioned buildings to create a strong and attractive urban form.

Achieve Sustainability – integrated bus routes and a variety of paths will create walkable neighbourhoods and encourage more sustainable movement. Sustainable design and construction practices will be used.

Grow Appropriately – clear phasing strategy that is flexible enough to respond to changing market demands.

Integrate – tied into the urban fabric of the existing settlement, with wider connections to shared facilities for existing neighbourhoods.

Aid Regeneration – work with other planning objectives to help regenerate the surrounding area.

The Development Framework

6.11 The Development Framework sets out a baseline or 2-dimensional spatial framework, for the way in which Greenferns should be developed. The Development Framework appraises local context and creates a vision for a new place. The Development Framework indicates a street hierarchy, indicative block planning, and range of uses.

6.12 The Development Framework is Supplementary Planning Guidance for the Strategic Housing Land Reserve (SHLR) identified in the Aberdeen Local Plan 2008, to be considered in the forthcoming Aberdeen Local Development Plan. Whether or no the SHLR site is to be included in the new Aberdeen Local Development Plan will become clearer when the Council publishes its Proposed Plan in September 2010.

The Masterplan

6.13 The Masterplan forms detailed 3-dimensional design guidance for the opportunity site OP2 as identified in the Aberdeen Local Plan 2008. The

guidance has been developed for the OP2 Area, with the intention that it be adopted as Supplementary Planning Guidance (SPG).

- 6.14 The Masterplan ensures integration with the surrounding communities, illustrates what will be expected in future detailed design guidance, establishes an illustrative layout and ensures that future development of the OP2 area will have a clear identity.
- 6.15 A Transport and Access Assessment has been carried out to support the Development Framework and Masterplan. An expanded and more detailed Transport Assessment will be required at the time of any future planning applications, and supporting infrastructure measures will need to be designed in more detail.

Public Consultation

- 6.16 The sections below offer a summary of public comments and responses to the Greenferns Development Framework and Masterplan. Details are contained within Section 6 of the Greenferns Development Framework document.
- 6.17 A consultation event was held on 10 September 2009 at Heathryburn School, Northfield. Attendees were encouraged to submit comments, and members of the EDAW Design Team were on hand to answer questions. The event was attended by 44 visitors during the course of the evening (signed into the visitor book). The event was advertised in the Press and Journal and Evening Express newspapers on 26 August 2009.
- 6.18 People were given the opportunity to comment on land use proposals at the Local Development Plan Developer Options Consultation Event on the 8 July 2009. Subsequently, comments were invited on the Draft Development Framework and Masterplan at the Local Development Plan Main Issues Report Consultation Event on 1 December 2009, held at Mastrick Community Centre.
- 6.19 Further consultation opportunities will be available as part of the statutory Pre-Application Consultation Process for Major Developments, under the Planning etc (Scotland) Act 2006.
- 6.20 The City Council’s view on whether to include the Greenferns Strategic Housing Land Reserve site in the new Aberdeen Local Development Plan will become clearer when the Proposed Plan is published in September 2010.

Summary of comments from public consultation

Comment	Response
Lack of communication on the proposals or Local Plan proposals to date.	Sections 6.1 – 6.14 above detail the public consultation that has been undertaken to date on the Greenferns

	<p>site and proposals. The site was also discussed at the Public Local Inquiry into Unresolved Objections to the Finalised Aberdeen Local Plan.</p>
<p>Residents did not agree with the principle of development in the area. Believed the land was designated as greenbelt.</p>	<p>The site is currently zoned in the Aberdeen Local Plan as Opportunity Site 2 (OP2) and Strategic Housing Land Reserve. Whether or no the SHLR site is to be included in the new Aberdeen Local Development Plan will become clearer when the Council publishes its Proposed Plan in September 2010.</p>
<p>Residents of the area were concerned with the capacity of the existing roads and believed there was not capacity for future development. However, the proposal for a new distributor road from Provost Rust to Provost Fraser Drive was welcomed, along with improved public transport links. Road safety was also identified as an issue.</p>	<p>A Transport and Accessibility Assessment has been completed and forms part of the supporting detailed information for the development framework and masterplan. Further detailed Transport Assessments will be required as part of any future planning applications.</p>
<p>Coalescence with Kingswells and further growth to the west was not supported as an idea.</p>	<p>Options for the future direction of growth for the city are being examined as part of the process of preparing a new Aberdeen Local Development Plan. Development Options in this area were proposed in the ALDP Main Issues Report which was made available for public consultation between 16 October and 11 December 2009. The Proposed Plan will be published in September 2010.</p>
<p>The importance of a mixed use development with community facilities provided was raised. Residents felt that youth facilities, education, retail and a health centre provision were essential, including high quality recycling facilities.</p>	<p>The development framework proposes a mixed use high density core, featuring a range of community facilities including a primary school, recycling centre, health centre and local retail.</p>
<p>High proportion of affordable family housing, as opposed to flatted developments, was an important issue.</p>	<p>The development framework proposes that affordable housing should be mixed throughout the development and included within every development phase (see also section 4.2)</p>

<p>Residents felt that the land offered a good ecological and recreational resource and should be protected. Specific mention was made to the protection of Sheddocksley Playing Fields, key countryside walks and the continued use of Auchmill Golf Course during the realignment of the 2 golf holes.</p>	<p>The development framework and masterplan provide a variety of open spaces and types, linking to important existing features such as the Bucksburn and Sheddocksley playing fields.</p> <p>Based on Policy 39 of the Aberdeen Local Plan 2008 the site would be required to provide 8.23-10.20 hectares of green space. However, the development framework includes 15.04 hectares. This over provision is deliberate and responds to the city edge position and ecological importance of the site.</p>
<p>Residents preferred that new development should be set back to allow the creation of a narrow open space incorporating the existing hedgerow and wall.</p>	<p>The masterplan has taken on board these views and proposes that the development is set back from Davidson Drive to create an area of public space. The existing wall, hedge and mature trees are retained where possible, and the buildings should either be set back or face the street with their gable end.</p>
<p>The development framework and masterplan was seen to show best way to go forward, but that development should not begin prior to the new Aberdeen Local Development Plan adoption.</p>	<p>As detailed in section 6.6 above, favourable consideration will be given to planning applications on the OP2 site, compliant with the Masterplan. Any future allocation of the SHLR section of the Greenferns site will be considered through the forthcoming Aberdeen Local Development Plan and development would not commence before the Plan is adopted.</p>
<p>Concern with reference to 'special density'.</p>	<p>This term has been removed in the final draft of the development framework and masterplan. The Greenferns site meets Structure Plan targets for density.</p>
<p>Roads and open spaces should be adopted by the Council to ensure maintenance.</p>	<p>Streets and open spaces should be constructed to an adoptable standard. Specific details of adoption will require to be agreed during any future planning applications.</p>

7. AUTHORISED SIGNATURE

Dr Margaret Bochel
Head of Planning and Infrastructure
☎ 01224 (52) 3133
✉ mbochel@aberdeencity.gov.uk

8. REPORT AUTHOR(S) DETAILS

Rebecca Oakes
Planning Trainee – Masterplanning and Design
☎ 01224 (52) 2241
✉ roakes@aberdeencity.gov.uk

Sandy Beattie
Team Leader – Masterplanning and Design
☎ 01224 (52) 2155
✉ sbeattie@aberdeencity.gov.uk

9. BACKGROUND PAPERS

- 9.1 Greenferns OP2 Masterplan: October 2009
- 9.2 Greenferns Development Framework: October 2009
- 9.3 Aberdeen Local Plan 2008
- 9.4 Aberdeen Local Development Plan: Interim Environmental Report October 2009
- 9.5 Aberdeen City and Shire Structure Plan 2009
- 9.6 Housing Land Release (2006-2010) Supplementary Planning Guidance (October 2008).
- 9.7 Aberdeen Local Development Plan: Main Issues Report. Appendix 6: Environmental Report (Appendix 8.5: Assessment of Sites in the Growth Areas). Agenda Item 6 (d) Council Committee Agenda, 30/09/09.
- 9.8 Report of Public Local Inquiry (2006)
 - Site-Specific Issues, Dyce, Bucksburn, and North-West of City
 - Assessment of Greenfield Housing: Issue 56 Greenferns OP2
- 9.9 Aberdeen Masterplanning Process November 2008 (article 22, Planning Committee Minute, 6/11/08).
- 9.10 Aberdeen City Design Campaign (article 20, Planning Committee Minute, 10/07/08).

COMMITTEE

Enterprise, Planning and Infrastructure Committee

DATE

12 January 2010

LEAD HEAD OF SERVICE

Dr Margaret Bochel

DIRECTOR

Gordon McIntosh

TITLE OF REPORT Design Review Process

REPORT NUMBER: EPI/10/012

1. PURPOSE OF REPORT

1.1 To inform the Committee of the Design Review Panel Process.

2. RECOMMENDATION(S)

2.1 That committee agrees output from the Design Review document will form additional material considerations in determining Planning Applications.

3. FINANCIAL IMPLICATIONS

3.1 The financial implications of the proposal are limited but any cost can be met within the existing Design Campaign Budget.

4. SERVICE & COMMUNITY IMPACT

4.1 This initiative will contribute to better development layouts and design to make developments inclusive, safer, sustainable and ensure neighborhood planning.

4.2 Design Review relates to Single Outcome Agreement 10: We live in well-designed, sustainable places where we are able to access the amenities and services we need. 12: We value and enjoy our built and natural environment and protect it and enhance it for future generations. 14: We reduce the local and global environmental impact of our consumption and production. 15: Our public services are high quality, continually improving, efficient and responsive to local people's needs.

4.3 An Equalities & Human Rights Impact Assessment is currently being undertaken, the results of which will be presented with the final report.

5. OTHER IMPLICATIONS

5.1 The legal implications of the Design Review Panel relate to confidentiality and potential conflicts of interest. These are addressed in the report and accompanying appendices.

6. REPORT

The Design Review Panel

- 6.1 The Design review process is part of Aberdeen City's Design Campaign and is included within the Aberdeen City and Shire Structure Plan 2009, as a way of meeting the target of improving design standards in the city region. The Design Review Panel will provide advice on design issues of masterplans and significant developments. Output would be in the form of a report sent to the project team within 10 working days of the meeting. It should be noted that if the proposal is pre-application the meeting and report would be subject to confidentiality procedure similar to other pre-application discussions.
- 6.2 The Design Review Panel aims to provide constructive and objective advice at an early stage in the planning process. The advice given will draw on professional knowledge and experience within a local context, offering the opportunity for comprehensive comments on development proposals.
- 6.3 The panel will be made up of a chair (the local authority Head of Service), a Design Review Manager and an Administrative Assistant. The panel itself will be made up of approximately 6 members selected from a larger pool of about 20. The panel will consist of representatives from a number of organisations including Royal Incorporation of Architects in Scotland, Landscape Institute Scotland, Architecture and Design Scotland, and Robert Gordon University. The panel members' backgrounds will include relevant areas of knowledge such as Architecture, Landscape, Urban Design, Public Art, Community Engagement, Planning and Infrastructure.
- 6.4 The Design Review panel will consider a range of schemes that are significant because of size, impact, public interest, location or the setting of new standards for the future. It is likely that the developments for consideration will fall under the major application process criteria.
- 6.5 It is planned that meetings will take place once a month (excluding July and December) and will consider between one and three proposals at each session. The meeting dates and venues will be allocated at the start of the year and used as required.
- 6.6 A number of meetings have been held in relation to the proposed Review Panel and positive feedback has been received from the planning authority, Architecture + Design Scotland, the Royal Incorporation of Architects in Scotland, the Royal Town Plan Institute, Landscape Institute for Scotland, Scottish Natural Heritage and the Robert Gordon University. Some sections of the process have been amended as a result of comments received. Letters are currently being drafted for dissemination to consultants, architects, community councils, stakeholders and interest groups to advise them of the panel and the process.

- 6.7 It is expected that the panel will be up and running by April 2010 with a review of the process, panel and comments taking place after 6 months. A subsequent report will be presented to committee once the review has been carried out to provide an update.

7. REPORT AUTHOR DETAILS

Laura Robertson

Senior Planner

Larobertson@aberdeencity.gov.uk

01224 522246

8. BACKGROUND PAPERS

Refer to any sources used in the writing of your report. Please note that it is a statutory requirement that any papers that are listed must be made available to the public on request.

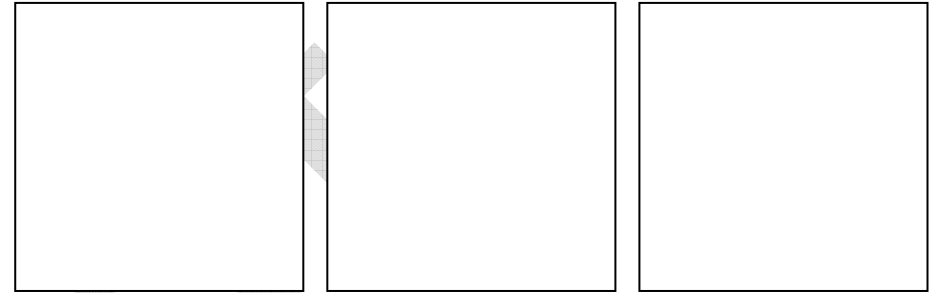
Design Review Panel (Draft) December 2009

Design Review Panel Legal Dec 2009

Design Review Panel Roles and Responsibilities Dec 2009

Design Review Panel Protocol Dec 2009

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Design Review Panel

(Draft)

Enterprise, Planning and Infrastructure
Aberdeen City Council
St Nicholas House
Broad Street
Aberdeen
AB10 1BW

www.aberdeencity.gov.uk



January 2010

Draft

1. Background

1.1 Why Design Review?

The Design Review process embraces the new Modernising the Planning System agenda, which places greater emphasis on addressing issues earlier in the process, particularly at pre-application stage.

The Scottish Government is striving for high quality design in all new developments, which is apparent from publications such as Designing Places, along with the Planning Advice Notes on Design Statements, New Residential Streets and Masterplanning. The Government also emphasise the importance of raising design awareness and improving skills with the focus and priority needing to be given to improving the design quality of new developments proposals.

The approved Aberdeen City and Shire Structure Plan (August 2009) makes it clear, that in order to improve the quality of developments in the north east, a design review process for masterplans and the most significant planning applications is required.

2. Introduction

2.1 What is a Design Review and what is the value of the process?

In order to raise awareness of design in the North East, a Design Review Panel has been set up. There needs to be improvement made to the quality of the built environment by securing well designed places and buildings that respect and contribute positively to their settings, promote aspiration, provide a sense of place, and use resources efficiently. The panel will consider a range of schemes (including masterplans and major applications) that are significant because of size, impact, public interest, location or set new standards for the future.

The Design Review will offer constructive and objective advice at an early stage in the process which should lead to a better output and a stronger working relationship between all those involved. The advice given will draw on professional knowledge and experience within a local context, offering the opportunity for comprehensive evaluation of development proposals. It should be noted that some schemes may be considered as good design, and therefore may not require any changes. This process is most effective at the pre- application stage when there is still time for changes and discussions. It should be noted that the Design Review Process does not supersede or prejudice the planning process.

3. Design Review Panel

3.1 Panel Composition

The review team will be voluntary and chaired by the local authority Head of Service. The Chair will not contribute to discussions but will ensure that the review and discussions stay on track. In addition to the Chair, there will be a Design Review Manager. Relevant Planning Case Officer(s) will also be invited to attend the Design Review. At the end of the review the Chair will provide a summary of points made, if a unanimous decision has not been made, this summary should reflect the general consensus of the panel.

The panel will consist of professionals from both the public and private sectors, chosen from areas of expertise relevant to each project. Panel member backgrounds will include relevant areas of knowledge such as Architecture, Urban Design, Landscape, Public Art, Community Engagement, Planning and Infrastructure. Knowledge of the local area is desirable. Each Panel will be composed of around 6 people, drawn from a pool of up to 20 members. Panel members must be able to offer a maximum of 6 days annually to attend panel meetings and associated site visits.

3.2 Appointment of Panel Members

Panel Members will be representatives from organisations. They will have expertise and a track record of achievement in one or more relevant professional fields, with the ability to offer objective, clear and independent advice. Prior to the appointment, panel members must confirm they are aware of what is required of them. The Panel membership will be reviewed on a 2 year cycle and additional skills may be recruited in the future where necessary.

3.3 Finance

The design review and the rest of the process is free to the proponent. The panel will be entirely voluntary with meeting accommodation and subsistence being the only cost implications for the local authority.

4. Design Review Procedure

4.1 Proposal of Schemes

Early discussions with the Review Team will help determine if a review would be appropriate. Projects can be referred to the panel by the planning authority or any member of the project team. Referral of the project is encouraged as early as possible in the process, before a planning application has been submitted. Sufficient information on the proposal must be submitted, to allow the Design Review Manager to determine whether a review is appropriate.

4.2 Panel Meetings

The Panel will meet on a regular basis, approximately one morning every month, to coincide as best as possible with both Councils Planning Committee cycles. Meetings will be timetabled at the start of every year, and held in a suitable location that can support presentations. The Panel will normally discuss between 1 and 3 projects at each meeting (dependent on the size of the project).

4.3 Projects for review

Projects to be considered will be circulated to panel members in advance. Any conflict of interest must be declared to the Design Review Manager (see guidance note). Prior to the meeting, the proponents will be required to complete a Pro-forma to brief panel members with background information. Where practical and appropriate the site will also be visited.

4.4 Review Minutes / Reports

Minutes of the meeting are taken by an Administrative Assistant, and then drafted by the Design Review Manager to form a report. The draft report is then circulated to members of the Panel for agreement, before circulation to the proponent and/or publication. A report will be circulated within 10 working days of the Design Review meeting, outlining the panel's views and, if necessary, offering constructive advice on how the scheme might be improved. The report produced will reflect the general views of the panel and not any individual panel representative.

Where the scheme is already in the planning system, reports will be displayed on the website. If the review is at pre application stage, it will be subject to confidentiality procedures. (see guidance note)

5. Presentation to the Panel

These notes provide general background and advice to those who have been invited to make a presentation to the panel. It is essential the information presented is as comprehensive as possible in the time given, to allow the panel to make beneficial comments. The Design Review should occur during the Pre-Application Consultation process.

5.1 Prior to review

Prior to the review, the following background information on the project must be submitted to the Design Review Manager for circulation with the agenda:

- Written scheme description (pdf), including information described under 5.2 below, which will be included in the agenda to brief panel members (and other attendees) in advance of the meeting.
- Hard copies of drawings which will be used during the review presentation (along with copies in electronic format restricted to 5 Mb or less). NB if design has moved on since submission, these can be superseded on the day of the review.
- Names and roles of those who will attend the review.

5.2 At the Review

It will be the responsibility of the team backing the proposal to provide a presentation lasting a maximum 15 minutes, using appropriate illustrative materials (see list below). The review panel works best where there is an explanation the evolution of

the proposal combined with an appropriate level of detail demonstrating design, scale, massing, layout and context.

- Site and location plan within wider context
- Views (including views of the project in context)
- Photographs (aerial and site visits)
- Site Analysis (constraints and opportunities)
- Plans, sections, elevations, sketch and 3-d drawings
- Model(s), if appropriate
- Materials samples, if appropriate

Reviews will last approximately 1 hour, with a 15 minute break between submissions. The hour will be divided up as follows:

5 minutes	Introduction and policy background
15 minutes	Presentation by project team
35 minutes	Discussion
5 minutes	Feedback

5.3 After the Review

Developers and promoters of the proposals are encouraged to consider measures to accommodate the panel's suggestions and provide a written response to the points raised. This should be submitted with any subsequent planning application, forming part of the design statement. As part of the planning application process the case officer will evaluate the proposal in light of the review panel's findings and the way it responds to them. The Panel's views should be considered along with all other planning considerations and not in isolation.

It is worth bearing in mind that some schemes may be considered as good design, and therefore do not require any changes.

6. Monitoring and evaluation

With appropriate follow-up evaluation, reports can highlight 'best practice' examples within the local context, aiding the determination of planning applications covering similar issues in the future. Annual performance review will determine if the advice given was acted upon and whether the scheme was better as a result. Furthermore, the result of the planning application process will also be communicated back to the Review Team.

It is important to review the process and procedures after 6 months, to address any issues that may have arisen or make any necessary amendments. This may include panel members, processes or reviewing the area covered by the panel.

7. Appendix

7.1 References

Aberdeen City and Shire Structure Plan
SPP 1
SPP20
Designing Places
PAN 83 Masterplanning
PAN 68 Inclusive Design
PAN 67 Housing Quality
PAN 76 New Residential Streets.
Public Art Best Practice Guidance Note
Design Review Principles & Practice (CABE)
SHEP (Historic Scotland)

8. Further Information

More detailed information has been provided on protocol of meetings and possible conflicts of interest. These can be found on the website. **For further information or to enquire about submitting a scheme for the Panels consideration, please contact:**

Aberdeen City Council
Masterplanning and Design Team
9th Floor
St Nicholas House
Broad Street
Aberdeen
AB10 1BW

Tel: 01224 523470

Email: design@aberdeencity.gov.uk

Design Review Panel: Legal Issues

1. Conflict of Interest

Panel members and staff will be required to declare any conflict of interest in advance of meetings, based on either direct commercial interest or other non-commercial connections that might be considered by a third party. For example:

- Being involved in another scheme the proponent is putting forward for review.
- Being involved in a related project with bearing on the scheme being put forward for review.
- Being involved in a rival scheme.
- Involvement or member of another group which forms part of the scheme.
- Family relationship.

Any direct or indirect conflict of interest must be declared to the Design Review staff team. A decision will then be made by the Design Review Manager and the Chair as to whether the panel member should attend the meeting in question or not. Panel members' interests which have been declared will be recorded in the notes. Panel members may attend as part of the presenting team, however not any other part of the same meeting in their capacity as a panel member.

2. Confidentiality

The Design Review Panel undertakes to use its best endeavours to hold in confidence any information provided in the Design Review, subject to its obligations under law, including the Freedom of Information (Scotland) Act 2002.

Schemes that are received prior to a planning application being submitted will be dealt with in confidence until such a time as an application is received or the client/agent requests it be made public. The panels' comments regarding confidential schemes will be disclosed only restricted to the design team, the client, the Local Authority and the Design Review Panel members.

This information will be considered to be in the public domain and to be used in the decision making process when an application has been received.

3. Reserved Rights

The right to release comments on confidential schemes is reserved in the following circumstances:

- When the comments / views of the panel have been misrepresented.
- At a Public Inquiry.
- As a result of a valid Freedom of Information request.

Views expressed in the written letter of advice will not be attributed to individual panel members. Wherever possible the advice will be made available to the public.

Advice is given in confidence only where requested by the applicant and as part of the pre-application process.

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Design Review Panel: Roles and Responsibilities

1. The Chair will:

- Chair meetings.
- Provide a short summary of planning issues.
- Facilitate the Panel's discussion, and not allow individual opinions to dominate.
- Sum up the discussion with a short summary of points raised, reflecting the consensus view.
- Have the capability/ confidence to summarise what, at times, may be conflicting views.

2. The Design Review Manager will:

- Arrange contacts with external organisations, including the media.
- Decide on the proposals to be reviewed, and the composition of the Panel.
- Seek out projects for Review.
- Respond to FOI requests.
- Ensure presenters provide relevant information prior to and at the review
- Contribute to panel discussions.
- Prepare a written report to summarise the points raised.
- Keep well documented records of projects, processes and comments, and, ensure that there is adequate storage space for submission presentation materials.
- Provide feedback on how projects have developed since the Review.
- Monitoring and evaluation

3. The Panel Members will:

- Participate in approximately 6 review meetings per year, along with site visits where appropriate.
- Provide constructive, timely and objective advice, relevant to their expertise.
- Voice opinions and advice in front of the presenting team.
- Participate in a trial review meeting to familiarise themselves with the rules and process.

The panel will include members from:

RTPI

RIAS

RICS

Robert Gordons University

Landscape Institute

Historic Scotland

Scottish Natural Heritage

(this is not an exhaustive list - other members will be considered)

4. The Administrative Assistant will:

- Arrange the Panel's meeting places and times.
- Provide an agenda for meetings, with draft list of Panel members, 3 days prior to meeting.
- Take minutes of meetings.
- Arrange possible site visits.
- Circulate written reports

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Design Review Panel: Protocol for Attendance

- 1 Membership of the Urban Design Panel consists exclusively of groups, societies, and other organisations nominated by the Aberdeen City and Aberdeenshire Councils.
- 2 When a representative is unable to attend a Panel meeting, it is their responsibility to send another representative or to submit an apology.
- 3 Where any representative has direct or indirect interest in the project (see below) then that individual should not attend the whole meeting. Compromising factors are:-
 - (a) Where that individual will take part in one of the presentations.
 - (b) Where that individual is closely associated with any of the presenters eg as an employee, work colleague, or as a relative.
 - (c) Where apart from the specific remit of their organisation, that individual has a financial or other interest in the development under discussion.
- 4 Should there be other reasons why the representative wishes to attend the meeting in question, this may be arranged at the discretion of the Chairperson.

The panel must also adhere to the seven principles of public life:

1 Selflessness

Recommendations should be made by the panel members solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

2 Integrity

Panel members should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

3 Objectivity

Panel members should always make decisions purely on merit.

4 Accountability

Panel members are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

5 Openness

Panel members should be as open as possible about all the decisions and actions that they take.

6 Honesty

Panel members have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

7 Leadership

Panel members should promote and support these principles by leadership and example.

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COMMITTEE

Enterprise, Planning and Infrastructure Committee

DATE

12 January 2010

LEAD HEAD OF SERVICE

Dr Margaret Bochel

DIRECTOR

Gordon McIntosh

TITLE OF REPORT Scottish Sustainable Communities Initiative

REPORT NUMBER: EPI/10/013

1. PURPOSE OF REPORT

1.1 To advise committee of the Scottish Sustainable Communities Initiative (SSCI), the process, the benefits and the next steps.

2. RECOMMENDATION(S)

2.1 That committee note the SSCI process.

2.2 That committee agree participation of the relevant Council services in the forthcoming Charrette.

3. FINANCIAL IMPLICATIONS

3.1 As part of the Council's contribution to the SSCI there will be a requirement to cover the cost for venue hire. The Charrette event venue hire will cost in the region of £5600. Additional venue hire will be required for the evening presentations and community events. The costs of venue hire will be met from the existing Design Campaign budget.

4. SERVICE & COMMUNITY IMPACT

4.1 The Charrette outcome will be a masterplan which includes affordable housing, good accessibility, improved sustainable transport. The main aims are to develop a distinctive place and address issues of climate change through the reduction of greenhouse gases in new developments.

4.2 It relates to Single Outcome Agreement 2: We realise our full economic potential with more and better employment opportunities for our people. 10: We live in well-designed, sustainable places where we are able to access the amenities and services we need. 12: We value and enjoy our built and natural environment and protect it and enhance it for future generations. 14: We reduce the local and global environmental impact of our consumption and production. 15: Our public services are high quality, continually improving, efficient and responsive to local people's needs.

- 4.3 An Equalities & Human Rights Impact Assessment was scoped and will be in accordance with Aberdeen City best practice. This will be an ongoing process throughout the Charrette and Masterplanning Programme.

5. OTHER IMPLICATIONS

This report seeks agreement from committee to instruct personnel from a variety of services (listed in 6.9) to be involved in the Initiative.

6. REPORT

The Scottish Sustainable Communities Initiative (SSCI)

- 6.1 The SSCI is a Scottish Government Initiative which aims to create developments of high quality design which are distinctive, innovative and create outstanding communities which can be used as examples of best practice. They must also meet the needs of the communities, protect and enhance the unique built and natural heritage and contribute to a more sustainable future. The Initiative aims to achieve more homes of mixed tenure, that are built to a higher environmental and design standard.

The SSCI criteria states that development should:

- Contribute to meeting housing need in the area,
 - Demonstrate a level of innovation and quality of design that will create successful places and be inspirational,
 - Make a significant contribution to reducing carbon emissions both in construction and throughout the communities life,
 - Minimise pollution,
 - Create opportunities to live healthier, active, environmentally responsible lives,
 - Show it is possible to deliver high quality sustainable developments in a reasonable timescale,
 - Provide monitoring mechanisms of the outcomes so that best practice example can be produced and used in the future.
- 6.2 Of the 68 SSCI submissions received by the Scottish Government, 11 were awarded recognition, confirming that they are working towards 'Creating a Scottish Sustainable Community'. One of the successful proposals was Grandhome and Whitestripes in Aberdeen City.
- 6.3 The main focus of the Initiative is developing the proposals via partnership between the public and private sectors. The successful sites will also have access to advice and support in developing their proposals. There is no direct financial support from the Scottish Government for the SSCI.
- 6.4 Due to its scale and stage in the process, the Grandhome and Whitestripes proposal will benefit from a national Charrette. The Charrette concept is an interactive public design workshop which creates draft masterplan options for the site through new public engagement and design techniques. The

Charrette will include both large presentations to the public and smaller focused discussions with special interest groups.

- 6.5 The Charrette programme includes 3 sites across Scotland at Lochgelly in Fife, Ladyfield in Dumfries and Grandhome & Whitestripes in Aberdeen. The Charrette programme will be led by Turnberry Consultants and Duane Plater-Zyberk (DPZ) in collaboration with the the Scottish Government in March 2010. The Grandhome and Whitestripes Charrette has been planned for the 17th to 23rd March 2010 and will be run by Turnberry/DPZ in collaboration with the Grandhome Trust and Aberdeen City Council. An opening presentation is due to take place on the 17th with an Interim pin-up of ideas on the 20th and a closing presentation on the 23rd.
- 6.6 It is important to get the best result out of the SSCI Charrette by addressing as many issues as possible early on in the process. The Grandhome Trust and Aberdeen City Council are currently preparing a detailed brief for the Charrette.
- 6.7 The brief will provide:
- Important context and policy – given the external nature of the supporting Charrette team,
 - Aspirations in terms of uses, activities and early ideas on townscape form,
 - Guidance on movement, infrastructure and energy/sustainability issues.
- 6.8 Elected members, local community councils and other groups, together with appropriate city wide groups are expected to be actively engaged throughout the Charrette process. The Grandhome Trust Team will brief the local community prior to the event. Elected Members should note that the approved Aberdeen Masterplanning Process encourages their involvement in masterplanning stages such as this Charrette, and should not prejudice any Member's position in consideration of the forthcoming Aberdeen Local Development Plan or in determining future planning applications. This is an inclusive and learning process with suggestions and input being welcomed.
- 6.9 This process will also require input from a number of other council sources. Functions that may be involved include:
- Masterplanning and Design.
 - Development Planning.
 - Development Management.
 - Building Standards.
 - Infrastructure Strategy and Programmes.
 - Leisure and Recreation.
 - Education.
 - Roads (access, links, transport, wider impacts, requirements).
 - Economic Development.
 - Housing (Mixed tenure, Housing Need).

- Sustainable Development (inc flooding, drainage, SUDS, etc).
- Biodiversity.
- Core Paths.
- Energy.
- Community Planning.

6.9 It should also be noted that there will be a number of external agencies involved in the process including Scottish Natural Heritage, Scottish Environmental Protection Agency, Scottish Water, Robert Gordon University, NESTRANS, Aberdeen City and Shire Strategic Development Planning Authority and Architecture + Design Scotland.

6.10 Service representatives will be expected to contribute supporting information and participate in pre-arranged sessions at the Charrette. This may involve, for example, 2 days research and briefing prior to the Charrette and 2-3 days participation during the Charrette. The follow up will likely require a day's review.

6.11 SSCI Benefits

A number of benefits will be achieved from the SSCI process including:

- Coordination of all agencies at the beginning of the process.
- Examine each stage of the planning process.
- Examine best practice and efficient methods of engagement.
- Public awareness and confidence early in the process.
- Explore the value of engagement with Architecture +Design Scotland.
- Detailed and objective independent review of the whole Charrette process to afford a meaningful lessons learned report.
- Raise awareness of design and development in Aberdeen

6.12 Policy Update

6.13 The Grandhome and Whitestripes site is identified in the Aberdeen City Main Issues Report, as having the potential to contribute towards the numbers within the Aberdeen City and Shire Structure Plan that was approved in August 2009. The Main Issues report is currently out to consultation running from 16 October to 11 December 2009.

6.14 The Grandhome and Whitestripes proposal is very early in the planning process with timings that match in with those set out in the Development Plan Scheme for the Aberdeen City Local Plan. The Charrette process will not prejudice or interfere with the planning process and will produce supplementary planning guidance to be brought forward through the Local Development Plan.

7. REPORT AUTHOR DETAILS

Laura Robertson, Senior Planner
Larobertson@aberdeencity.gov.uk
 01224 522246

8. BACKGROUND PAPERS

Refer to any sources used in the writing of your report. Please note that it is a statutory requirement that any papers that are listed must be made available to the public on request.

Scottish Sustainable Communities Initiative Charrette Series

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ABERDEEN CITY COUNCIL

COMMITTEE **Enterprise, Planning and Infrastructure**

DATE **12th January 2010**

DIRECTOR **Gordon McIntosh**

TITLE OF REPORT **Various, Small Scale Traffic Management and Development Associated Proposals (New Works)**

REPORT NUMBER **EPI/10/001**

1. PURPOSE OF REPORT

This report is to advise Committee of the need for various small scale traffic management measures identified by officers, residents, Local members, emergency services etc and verified as necessary through surveys by officials. It also brings forward proposal associated with new development as part of the development management process.

2. RECOMMENDATION(S)

That the Committee:

1. Approve the proposals in principle
2. Instruct the appropriate officials to commence the necessary legal procedures of preliminary statutory consultation for the traffic regulation orders required as described in this report. If no significant objections are received, then progress with the public advertisement and report the results to a future meeting of this Committee.

3. FINANCIAL IMPLICATIONS

Currently there is a rolling programme for the Non-housing Road Safety and Traffic Calming capital budget and, due to the length of time taken for the legal process required for the Traffic Regulation Order, funding for these schemes will come from the 2010/2011 "Non-housing Road Safety and Traffic Calming" capital budget or some other future budget.

Developer associated traffic management proposals are only included in this report once the developer or their agent has agreed in writing to fund the costs of the

legislative process. When the legislative process is completed, and the appropriate Committee has approved the Traffic Regulation Order, it is the developer who implements and funds the scheme.

4. SERVICE & COMMUNITY IMPACT

This report is in accordance with the administration's Vibrant, Dynamic and Forward Looking, under the heading of Transport and highlighted in Paragraph 7.

It also meets with the local Community Plan objectives to continually improve road safety and maximise accessibility for pedestrians and all modes of transport.

The proposals are in line with the Councils Transportation Strategy to improve safety for all road users by continuing to reduce the number of casualties in traffic collisions.

5. OTHER IMPLICATIONS

There is a risk that any approved traffic regulation orders may have to re-enter the legislative process if they are unable to be implemented within the statutory implementation time of 2 years from the start of public consultation if funding is insufficient.

6. REPORT

There are traffic management proposals for **thirteen locations** brought forward during the course of routine examination of road safety, traffic flows and **no proposals** resulting from a planning application:

KEY:

- | |
|--|
| <ul style="list-style-type: none">• Funded from the Non-housing Road Safety and Traffic Calming 2010/2011 capital budget❖ Funded by developer |
|--|

- **Auchinyell Gardens** – “At any time” waiting restrictions
Vehicles are parking close to the junction with the looped section of the Gardens creating access problems for delivery vehicles and emergency vehicles. Grampian Fire and Rescue tested the route and found that they could not access the looped section with the vehicles; however hoses could still be run from the main section of Auchinyell Gardens. The junction protection proposed will improve access there slightly but will also improve the visibility for vehicles coming from the looped section onto the main carriageway of Auchinyell Gardens.

The proposals are indicated on the plan below.

- **Broomhill Road** – “8:00am – 4:00pm” waiting restrictions
Parents are parking to drop off children at school and escort them to the building. This blocks driveway access for the residents there and makes it difficult for articulated buses to access the bus-stop clearway at these times

The proposals are indicated on the plan below.

- **Cairnvale Terrace** – “At any time” waiting restrictions
When all the on-street parking spaces are occupied on the eastern side of the street, vehicles park with all four wheels on the western footway thereby totally blocking passage by pedestrians forcing them to walk on the carriageway. This is a road safety issue.

The extent of these proposals is indicated on plan below.

- **Glenhome Terrace** – “At any time” waiting restrictions.
Customers to nearby retail premises, and offshore workers, park both short and long-term on the south side of Glenhome Terrace. This causes problems for traffic using the junction with Victoria Street. Extending the existing “At any time” waiting restrictions should ease this problem.

The extent of these proposals is indicated on the plan below.

- **Grove Crescent** – Proposed waiting restrictions Mon – Fri, 10:00am to 4:00pm
Complaints have been received from a resident of Grove Crescent regarding difficulties accessing their driveway due to the presence of the parking bays opposite. Grove Crescent is narrow and the driveway access is on a bend. In the first instance a white extended “H” marking was implemented but this failed to deter commuters from parking there. In order to remove the parking bay and the implied invitation to park it is necessary to introduce a daytime waiting restriction Monday to Friday; 10am to 4pm.

The extent of the proposal is indicated in the attached plan.

- **Howes Road** – “School Keep Clear, Mon – Fri, 8:00am – 5:00pm”
There are existing “At any time” waiting restrictions placed around the access to the primary school on this road. However, this does not stop parents from stopping at this access to drop off or pick up children at entry/exit times. The implementation of “School Keep Clear” zig-zags will keep this access clear of all parked cars at these critical times.

The extent of the proposal is indicated in the attached plan.

- **Huntly Street**–Loading restrictions: 8:00am-9:30am, 12:30pm-2:30pm, 4:30–6:00pm
Access problems to the Somerfield retail shop have been highlighted by the City Wardens. Articulated delivery vehicles have difficulty accessing Huntly Street due to the number of vehicles parked short-term on the existing waiting restrictions, but in quick succession, to visit the take-away coffee shop on the corner of Union Street. The City Wardens find it difficult to keep this section of carriageway clear for access because they have a delay on issuing PCNs to establish if the vehicle is dropping off or picking up which is allowed within a waiting restriction. The drivers purchasing goods from this shop pull away before a PCN can be issued. This can create access problems. Loading restrictions are therefore proposed to alleviate this problem.

A plan, indicating the extent of the proposed loading restrictions, is attached.

- **Pitmedden Road** – Proposed Prohibition of driving
A resident living alongside the railway bridge that spans Pitmedden Road, requested the closure of a section of Pitmedden Road on the grounds that it would improve road safety and residential amenity at this location. Drivers, in the evening peak flows, are reportedly rat-running from the northern end of Dyce Drive, under the railway bridge, to join Pitmedden Road avoiding the long queues waiting to access the A947. The geometry of the road at this point is such that a number of drivers cross the centre-line and drive round the blind bend partially on the opposite side of the carriageway creating a road safety issue during the evening peak flows. After discussions and site meetings, the resident has gained the support of the Lord Provost over the proposal to promote this prohibition of driving.

The area proposed to be covered by this Prohibition of Driving is indicated on the plan below.

- **Riverside Drive** - “At any time” waiting restrictions
Grampian Police have received a number of complaints regarding overnight parking and noise at this location. Site visits have indicated that, at times, parked vehicles restrict the access width to Riverside Drive resulting in difficulties for vehicles taking access to this street from the A90.

The extent of the proposed restrictions is indicated in the plan below.

- **Sheddocksley Road** – extension of “At any time” waiting restrictions
Cars are being parked and repaired on the north side of Sheddocksley Road between Sheddocksley Drive and Springhill Road. This forces vehicles to approach this junction on the south side of Sheddocksley Road which results in a road safety hazard.

A plan indicating the proposed extension of waiting restriction is attached.

- **Stockethill Multi-storey flats** – “At any time” waiting restrictions
The four multi-storey blocks of flats in Stockethill, namely Cairncry Court, Rosehill Court, Cornhill Court and Stockethill Court, have all had double yellow lines placed within their car-parking areas. These lines however do not have a Traffic Regulation Order (TRO) associated with them and consequently the City Wardens cannot enforce these lines resulting in vehicles being parked there causing access problems.

Two plans indicating the extent of the proposals are attached.

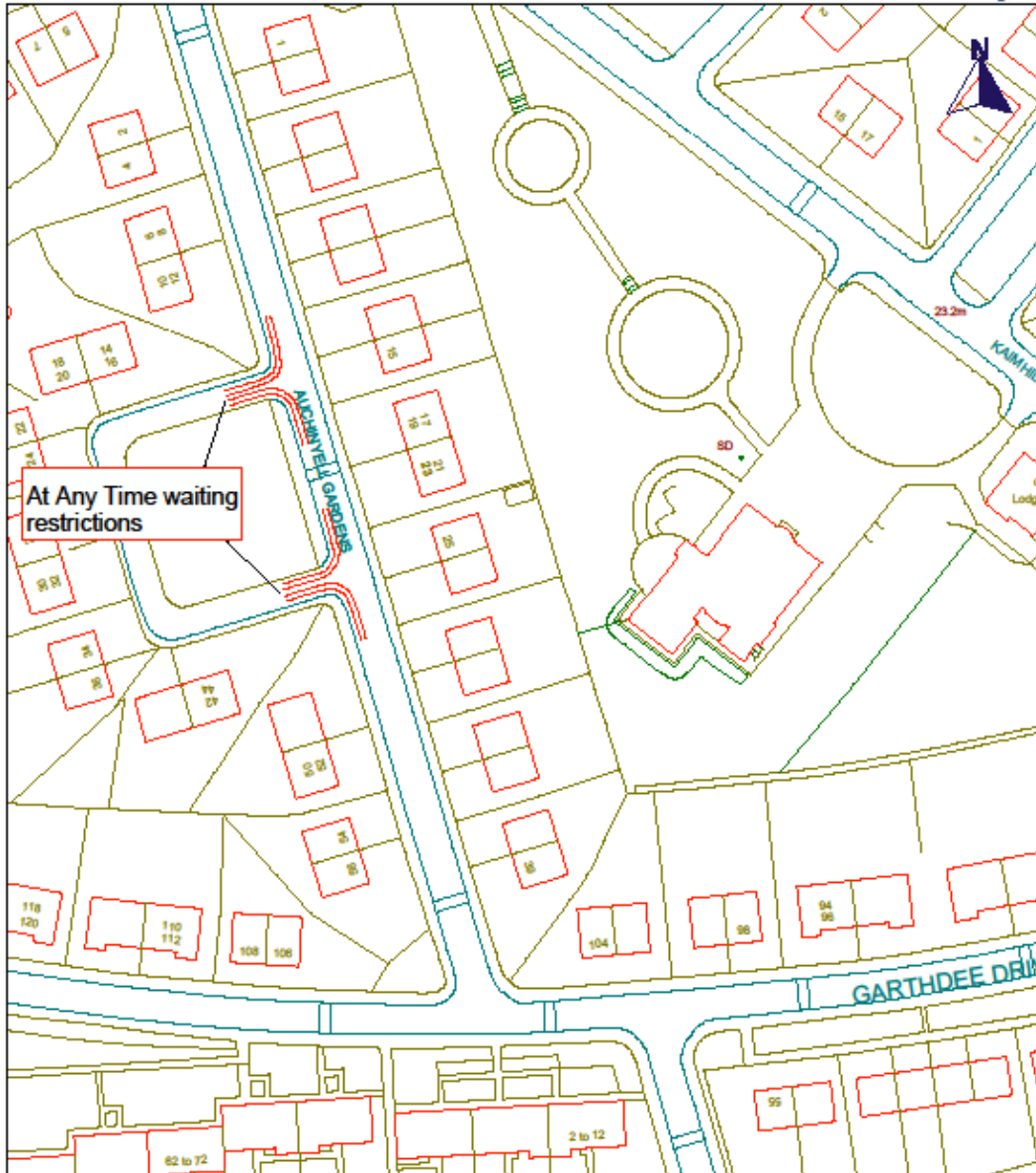
- **Sunert Road** - “At any time” waiting restrictions
Visitors to the Deeside Line walkway are parking their vehicles on the corner of Sunert Road at its junction with Beaconshill Road and obstructing access for delivery/service vehicles.

A plan indicating the extent of the proposal is attached

- **Auchinyell Gardens** - "At any time waiting restrictions"



**GEOGRAPHICAL
INFORMATION
SYSTEM**



Title: Auchinyell Gardens

Proposed "At any time" waiting restrictions

Scale: 1:1000

Date: 09 November 2009

Map Ref: NJ9203NW



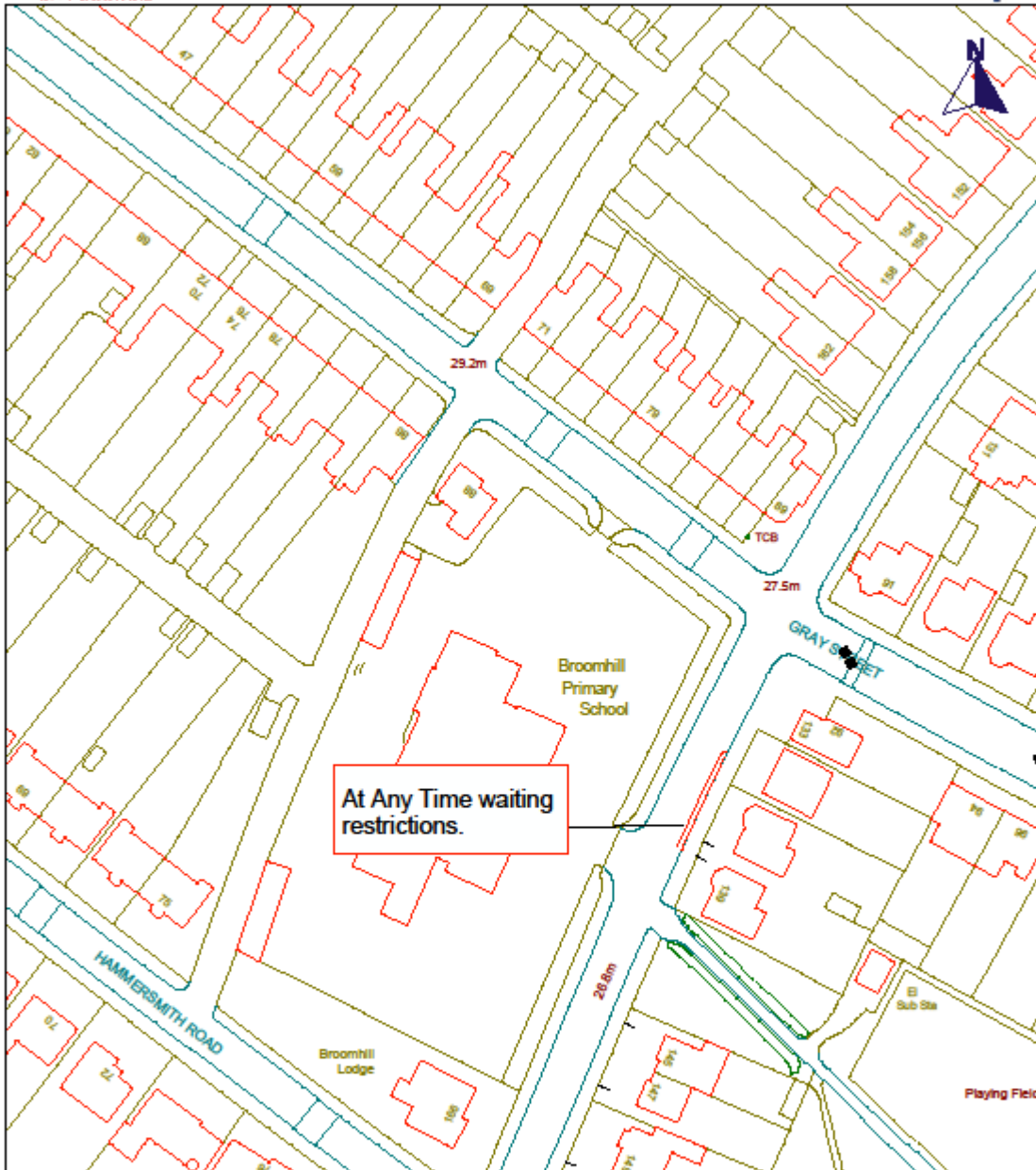
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- **Broomhill Road** – “8:00am to 4:00pm” waiting restrictions



GEOGRAPHICAL INFORMATION SYSTEM



Title: Broomhill Road 135 - 139

Proposed "At any time" waiting restrictions

Scale: 1:1000

Date: 09 November 2009

Map Ref: NJ9204NE



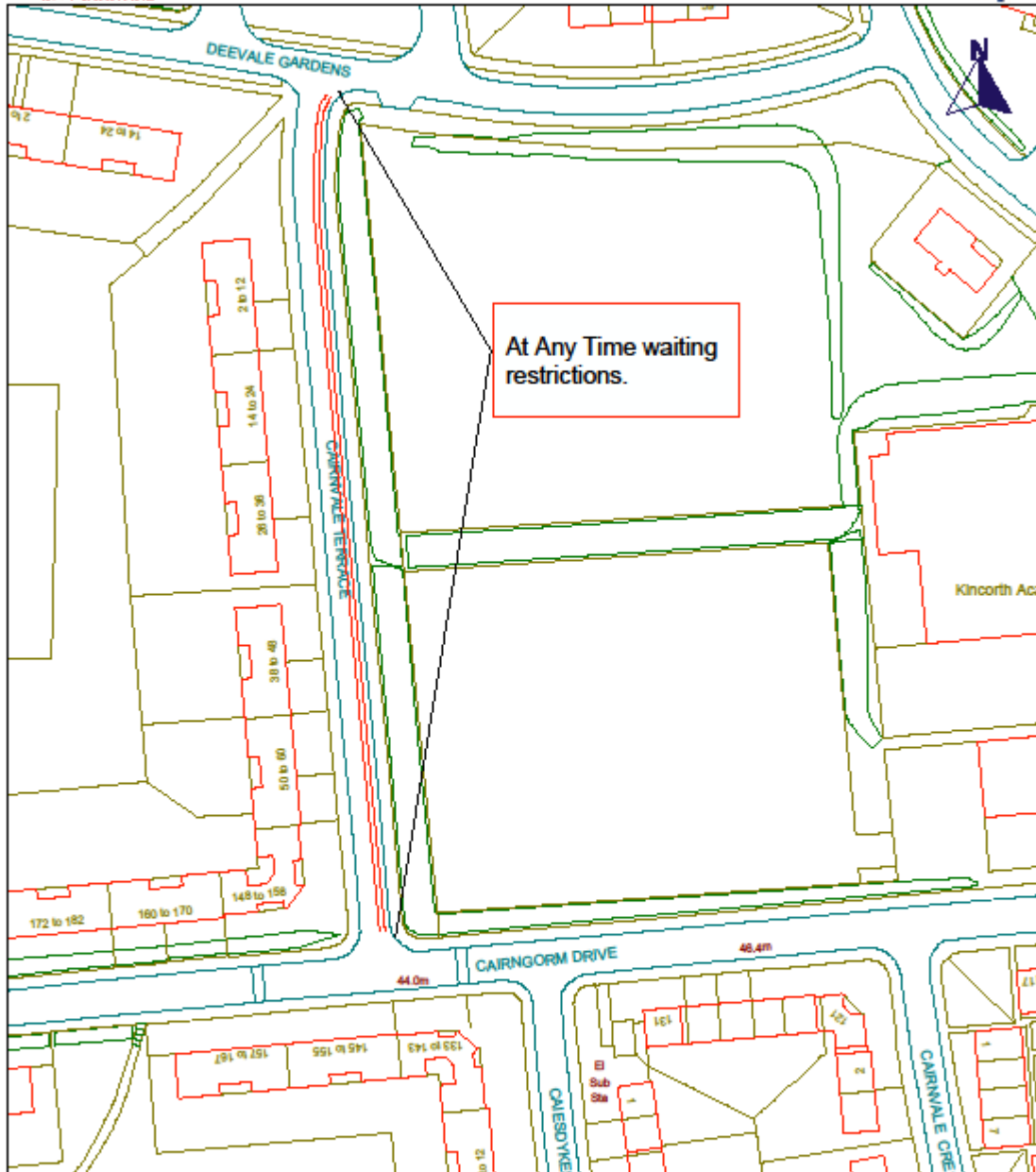
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- **Cairnvale Terrace** – “At any time” waiting restrictions



GEOGRAPHICAL INFORMATION SYSTEM



Title: Cairnvale Terrace

Proposed "At any time" waiting restrictions

Scale: 1:1000

Date: 09 November 2009

Map Ref: NJ9303SW



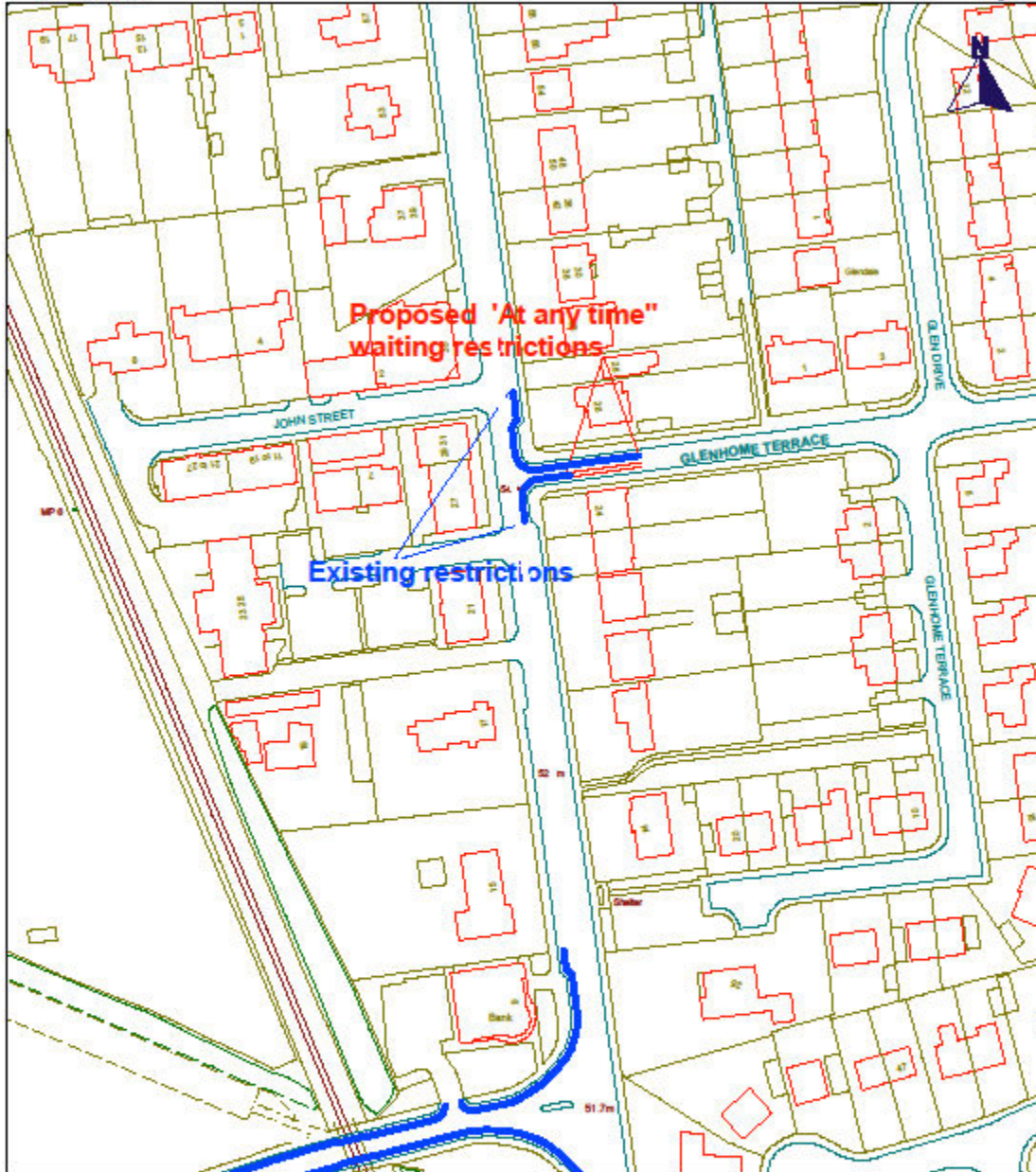
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- **Glenhome Terrace** – “At any time” waiting restrictions



**GEOGRAPHICAL
INFORMATION
SYSTEM**



Title: Glenhome Terrace - Proposed extension of "At any time" waiting restrictions

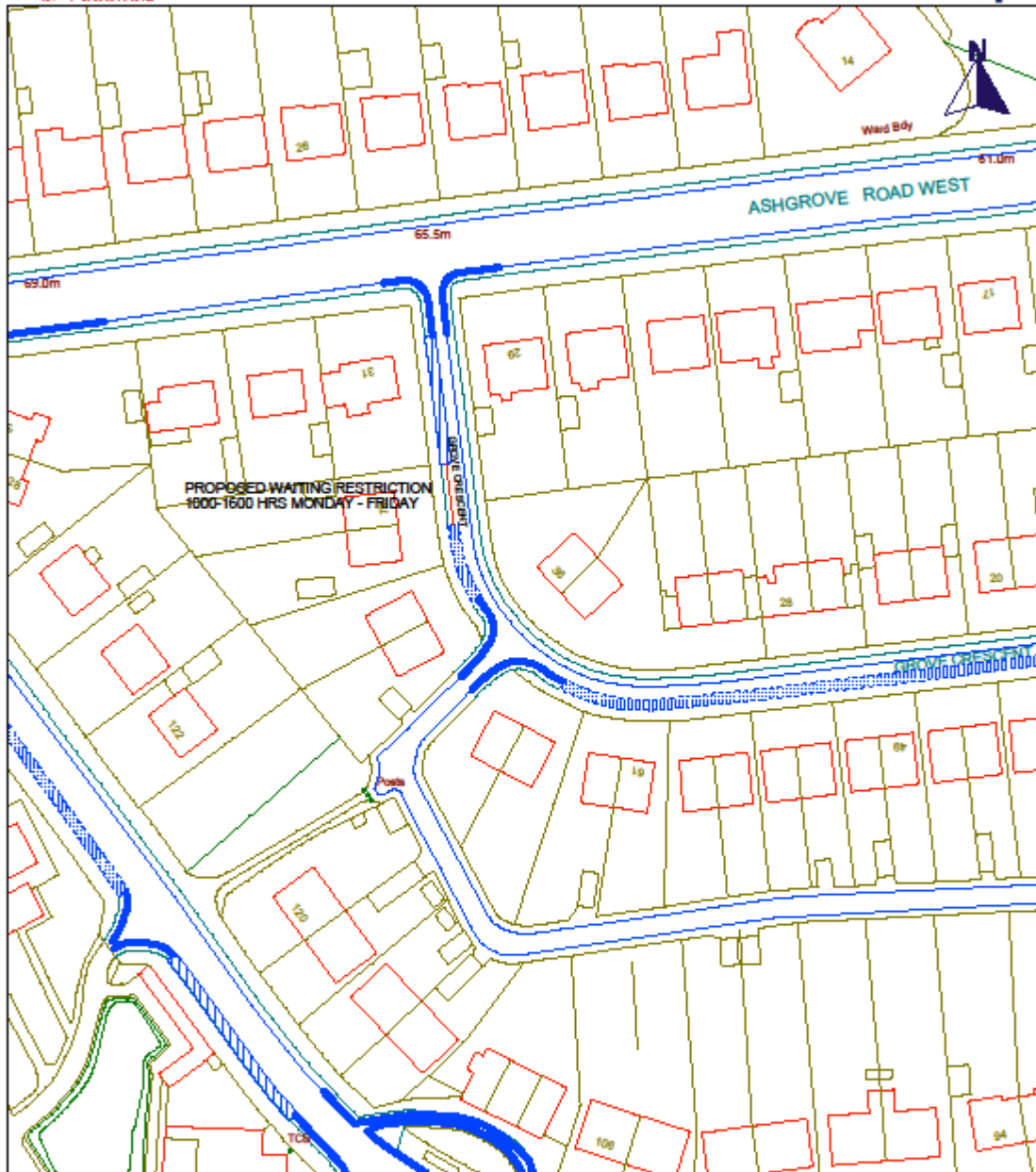
Scale: 1:1250 **Date:** 02 December 2009 **Map Ref:** NJ8812SE

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- **Grove Crescent** - Proposed waiting restrictions Mon – Fri, 10:00am to 4:00pm



**GEOGRAPHICAL
INFORMATION
SYSTEM**



Title: Grove Crescent - Proposed waiting restriction 10:00am to 4:00pm

Scale: 1:1000

Date: 23 November 2009

Map Ref: NJ9207SW



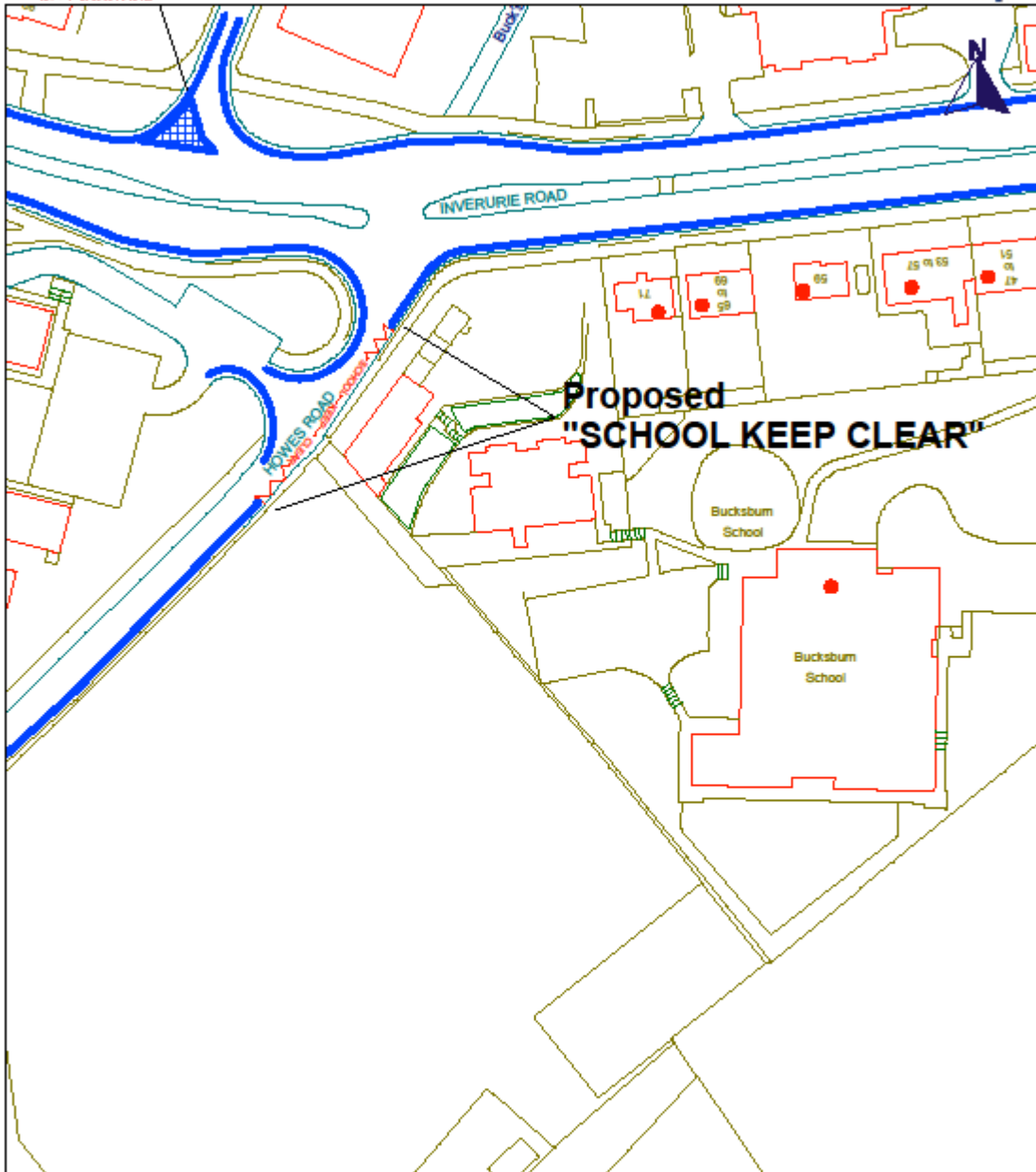
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- **Howes Road** – “School keep clear”, Mon – Fri 8:00am to 5:00pm



**GEOGRAPHICAL
INFORMATION
SYSTEM**



Title: Howes Road, Bucksburn
Proposed "School Keep Clear"

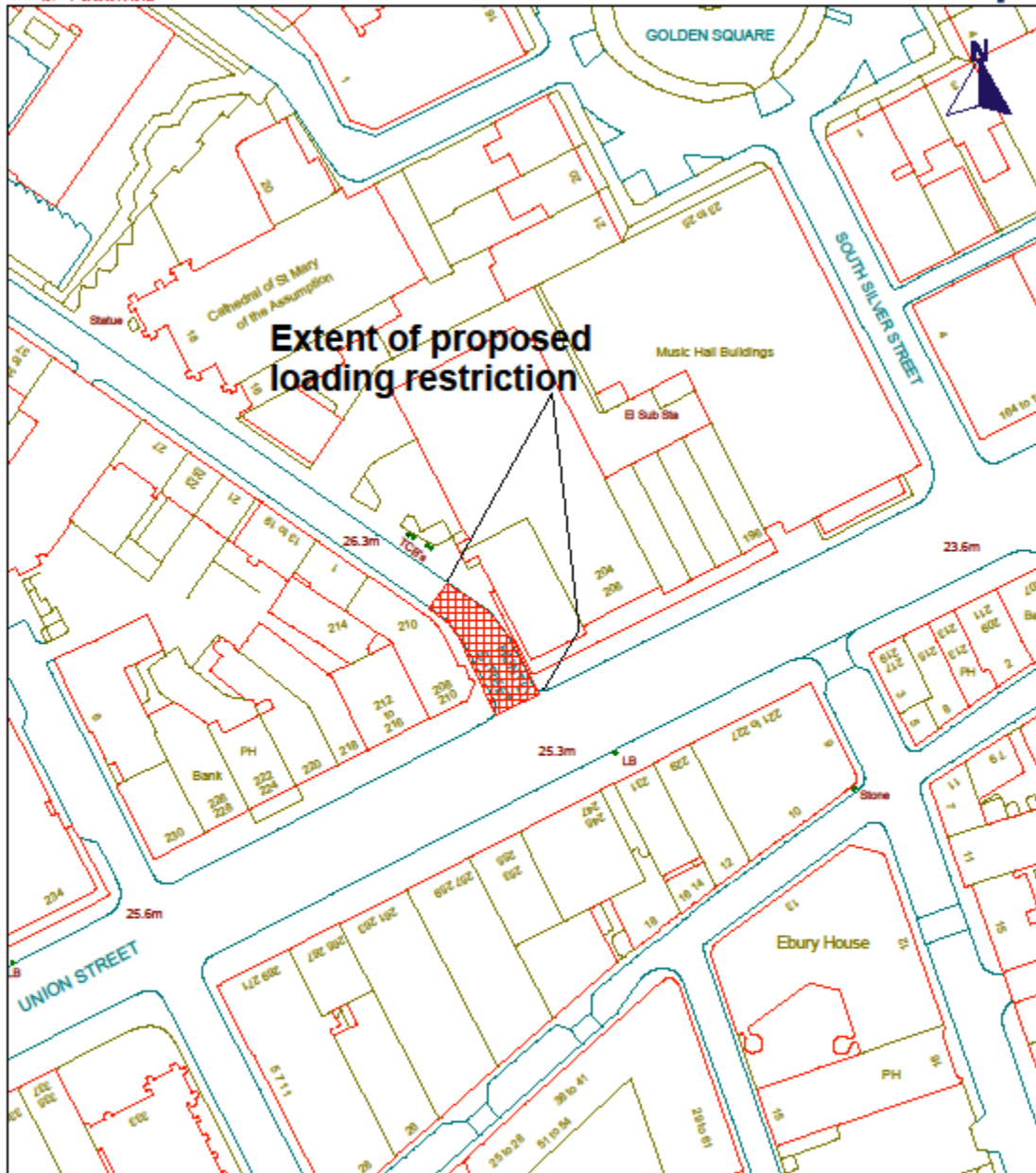
Scale: 1:1000 **Date:** 09 November 2009 **Map Ref:** NJ8909NE

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- **Huntly Street** – loading restrictions



**GEOGRAPHICAL
INFORMATION
SYSTEM**



Title: Huntly Street - Proposed loading restriction

Scale: 1:1000

Date: 20 November 2009

Map Ref: NJ9306SE



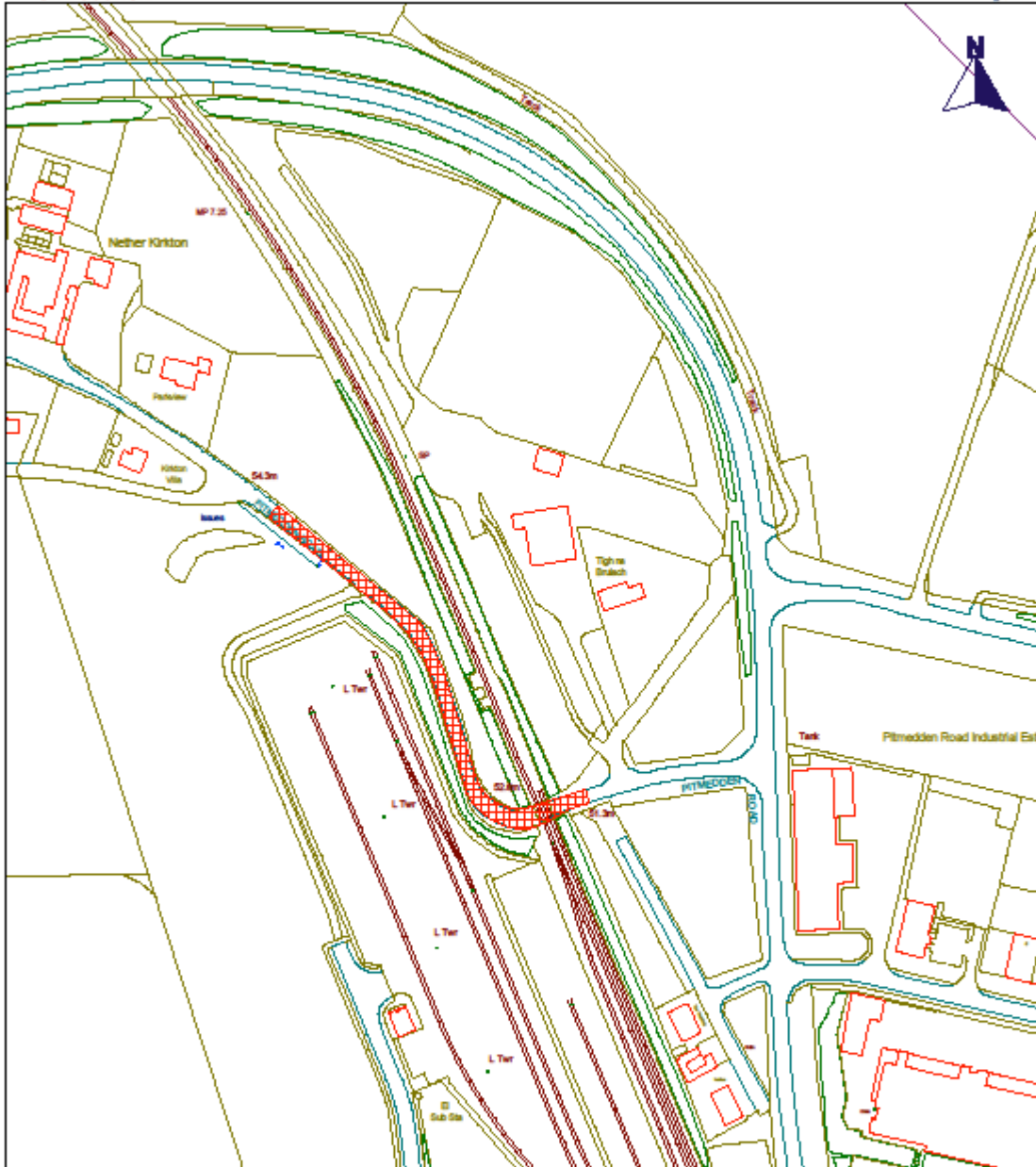
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- **Pitmedden Road** – Proposed Prohibition of Driving



GEOGRAPHICAL INFORMATION SYSTEM



Title: Pitmedden Road - Proposed "Prohibition of Driving"

Scale: 1:2500

Date: 25 November 2009

Map Ref: NJ8714SE



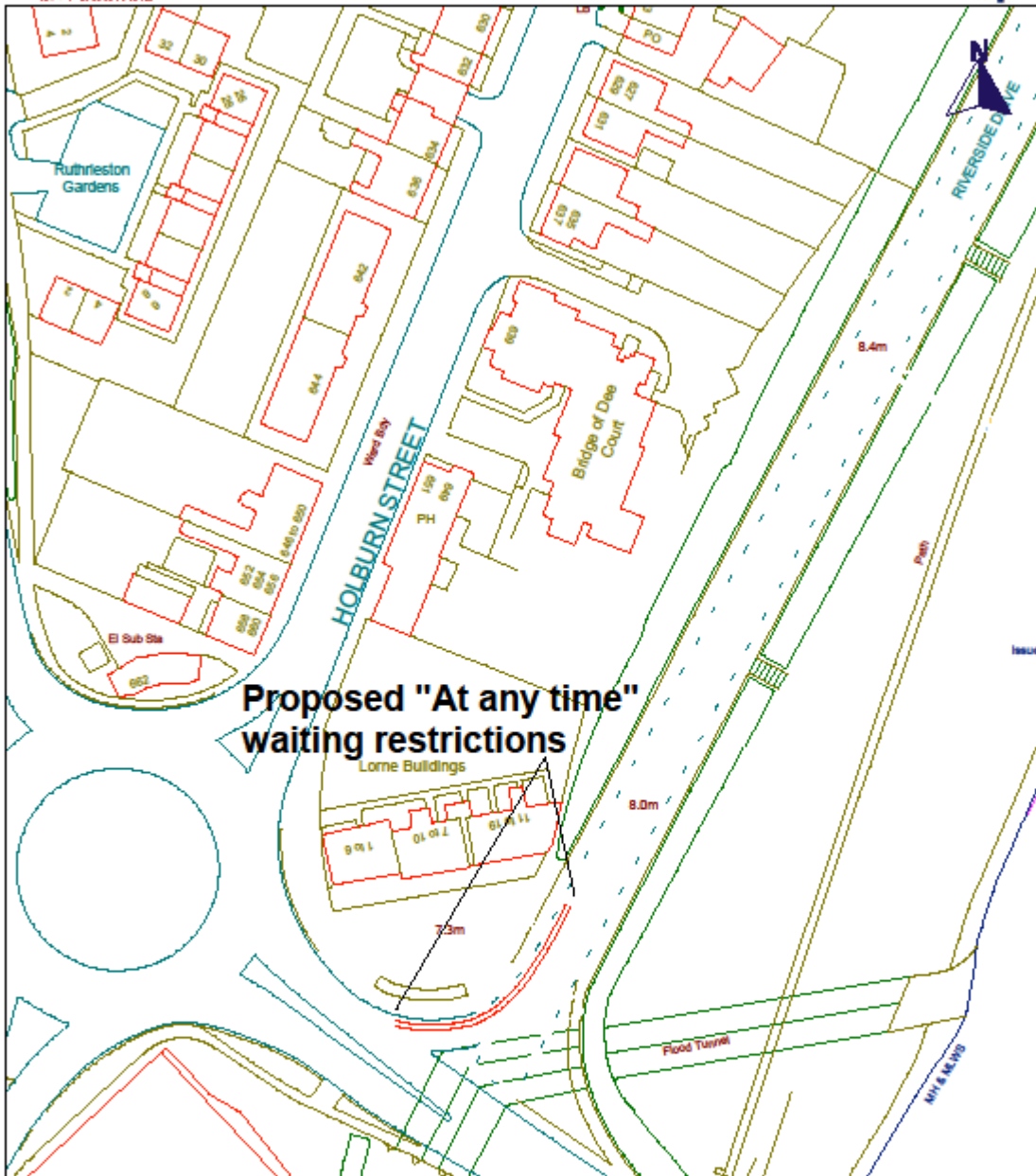
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Template prepared by GIS Research & Information Ltd, Glasgow. Last updated 10/02/07

- **Riverside Drive** – “At any time” waiting restrictions



**GEOGRAPHICAL
INFORMATION
SYSTEM**



Title: Riverside Drive
Proposed "At any time" waiting restrictions

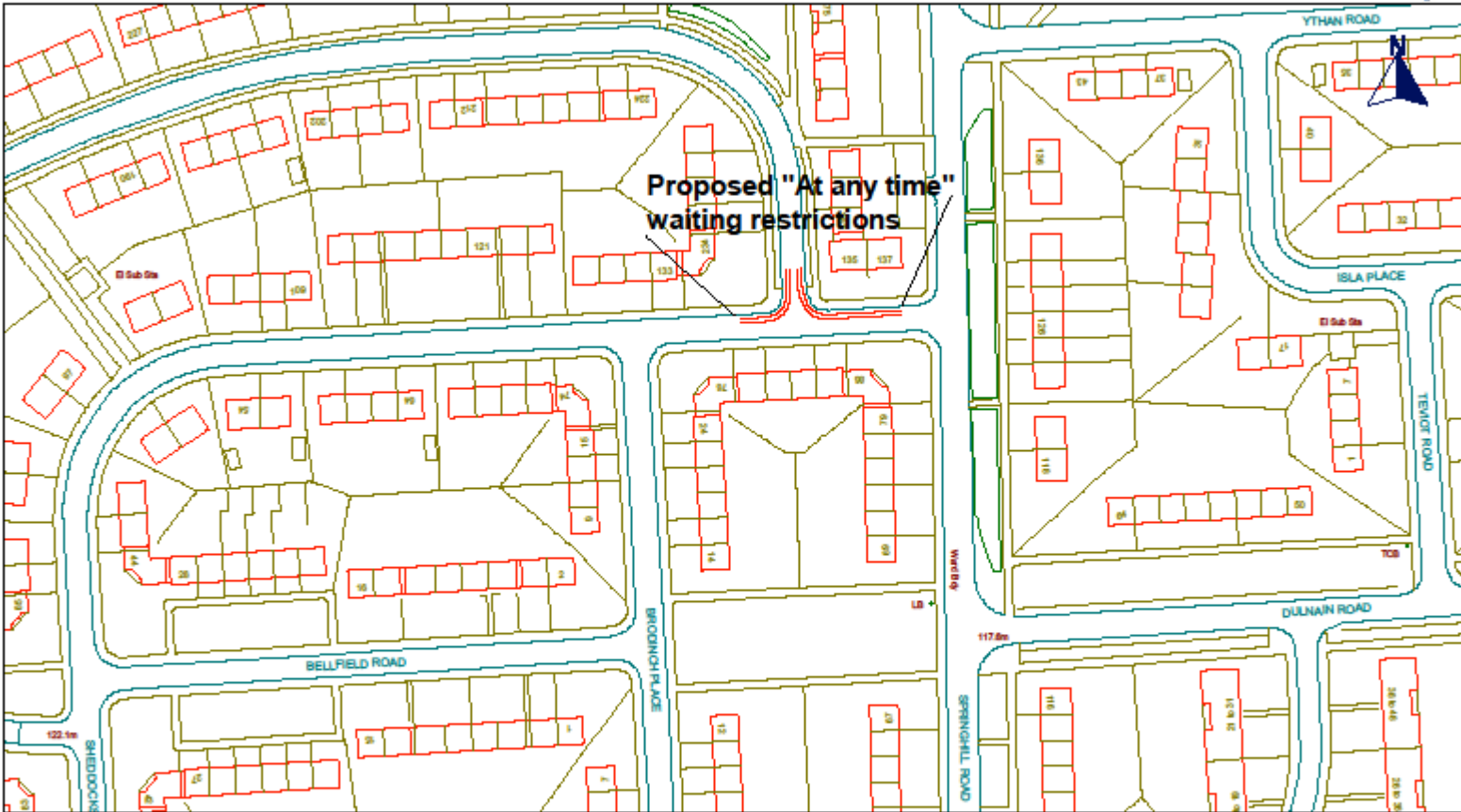
Scale: 1:1000 **Date:** 09 November 2009 **Map Ref:** NJ9203NE

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- **Sheddocksley Road** – extension of “At any time” waiting restrictions



**GEOGRAPHICAL
INFORMATION
SYSTEM**



Title : Sheddocksley Road - Proposed "At any time" waiting restrictions

Scale: 1:1250

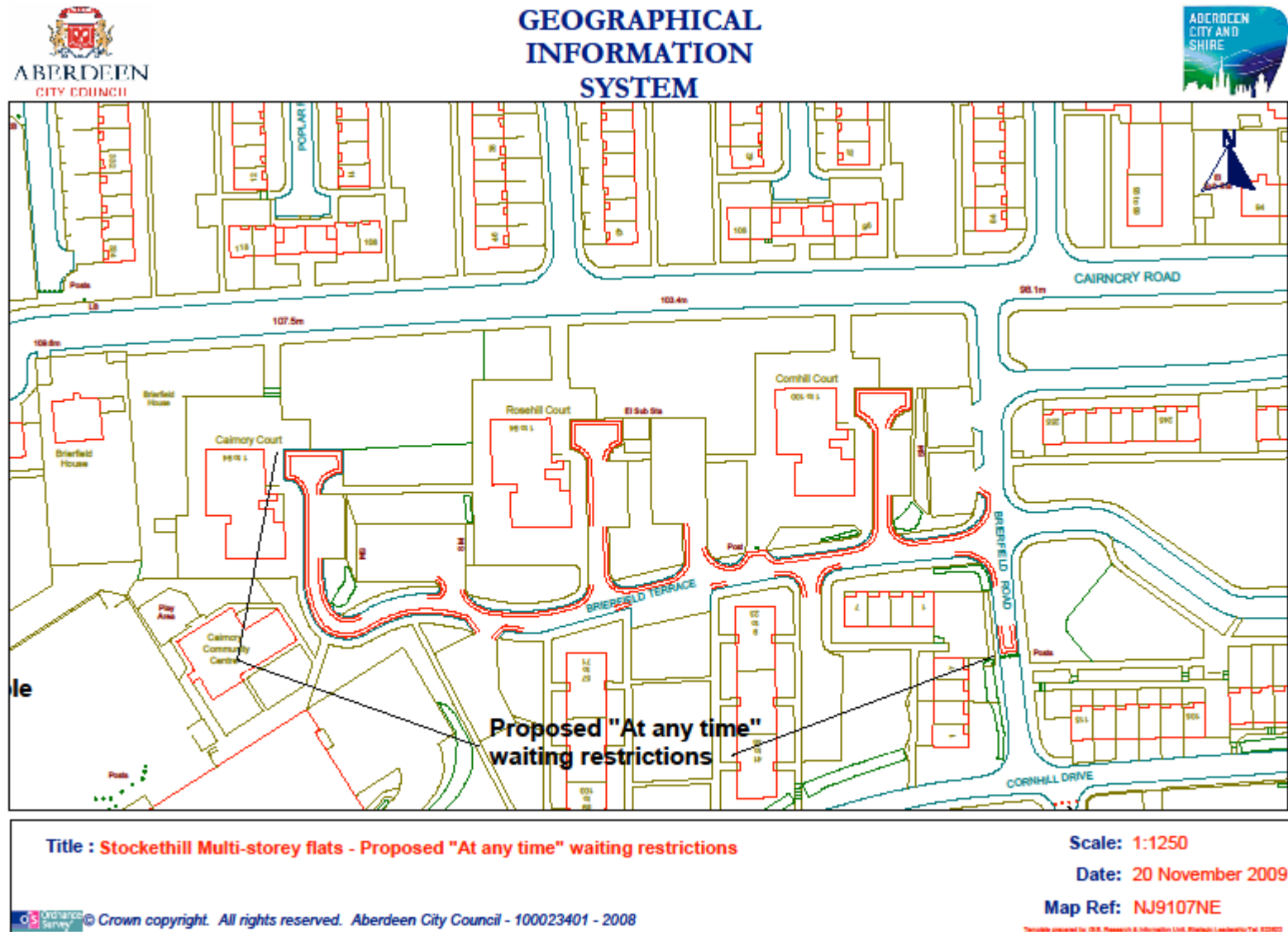
Date: 19 November 2009

Map Ref: NJ8907SE

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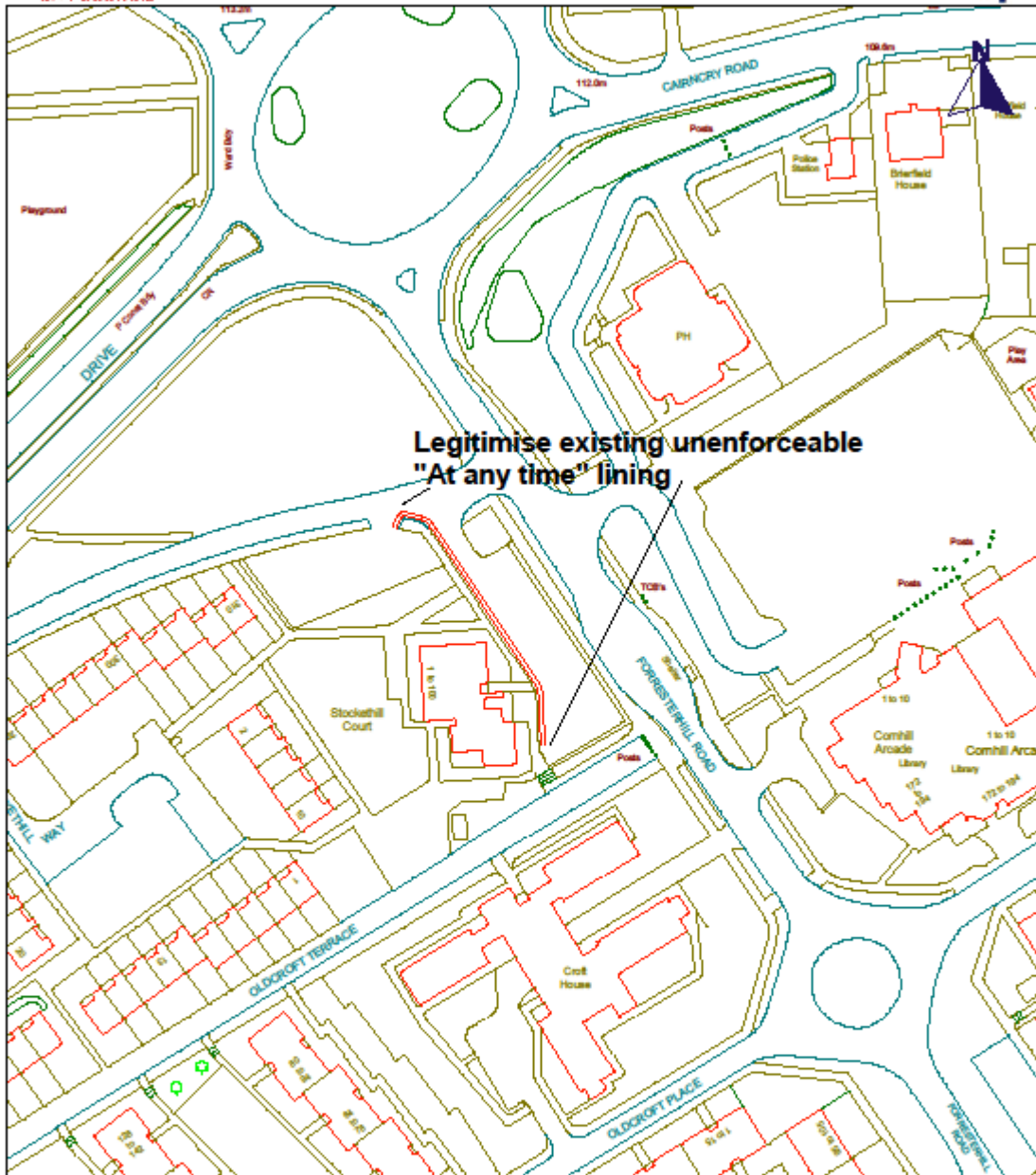
- **Stockethill Multi-storey flats (1)** – “At any time” waiting restrictions



- **Stockethill Multi-storey flats (2)** – “At any time” waiting restrictions



**GEOGRAPHICAL
INFORMATION
SYSTEM**



Title: Stockethill Multi-storey flats - Proposed "At any time" waiting restrictions

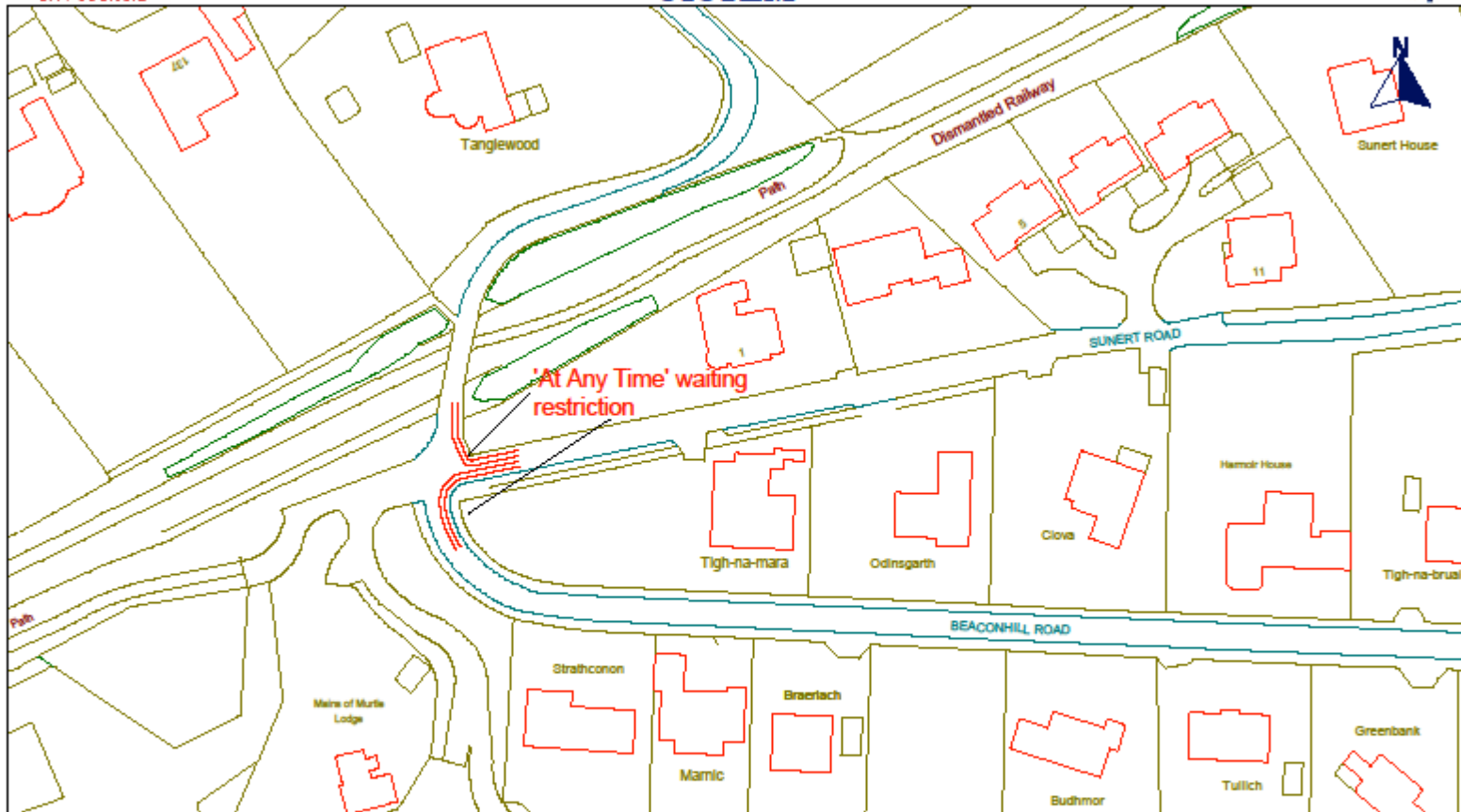
Scale: 1:1250 **Date:** 20 November 2009 **Map Ref:** NJ9107NW

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- **Sunert Road** – “At any time” waiting restrictions



**GEOGRAPHICAL
INFORMATION
SYSTEM**



Title : Proposed "At any time" waiting restrictions

Scale: 1:1000

Date: 02 November 2009

Map Ref: NJ8601NE

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Map data prepared by: 001, Research & Information Ltd, Glasgow, Leadership Ltd 02003

Consultees comments

Council Leader – **Councillor John Stewart** - has been consulted and made no comment

Enterprise, Planning and Infrastructure Committee

Convener: Councillor Kate Dean - has been consulted and has made no comment

Vice Convener: Councillor Callum McCaig - has been consulted and made no comment;

Local Members

Councillor George Adam	Has been consulted and has no comment
Councillor Yvonne Allan	Has been consulted and has no comment
Councillor Marie Boulton	Has been consulted and has no comment
Councillor Ronald Clark	Advised that Glenhome Avenue was in fact Glenhome Terrace. This has been amended.
Councillor John Corall	Has been consulted and has no comment
Councillor Bill Cormie	Has been consulted and has no comment
Councillor Barney Crocket	Has been consulted and has no comment
Councillor Martin Greig	Has been consulted and has no comment
Councillor Muriel Jaffrey	Has been consulted and has no comment
Councillor Alan Milne	Has been consulted and has no comment
Councillor George Penny	Has been consulted and has no comment
Councillor Richard Robertson	Has been consulted and has no comment
Councillor Kevin Stewart	Has been consulted and has no comment
Councillor Scott Cassie	Has been consulted and has no comment
Councillor Jillian Wisely	Has been consulted and has no comment
Councillor Ian Yuill	Has been consulted and has no comment
Councillor Irene Cormack	Has been consulted and has no comment
Councillor Alan Donnelly	Has been consulted and has no comment
Councillor James Kiddie	Has been consulted and has no comment
Councillor Neil Cooney	Has been consulted and has no comment
Councillor Mark McDonald	Has been consulted and has no comment
Councillor Jennifer Laing	Has been consulted and has no comment
Councillor Len Ironside	Has been consulted and has no comment
Lord Provost Peter Stephen	Has been consulted and has no comment
Councillor Wendy Stuart	Has been consulted and has no comment
Councillor Neil Fletcher	Has been consulted and has no comment
Councillor Kirsty West	Has been consulted and has no comment
Councillor Aileen Malone	Has been consulted and has no comment

Susan Cooper, City Chamberlain, Resources Management has no additional comments to make

Jane MacEachran, City Solicitor, Continuous Improvement has been consulted and has no comment

Ciaran Monaghan, Head of Service, Office of Chief Executive has been consulted and has no comment

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure has been consulted and has no comment

Hugh Murdoch, Head of Service, Shelter and Environment has no comment to make on these proposals

Margaret Bochel, Head of Planning & Infrastructure, Strategic Leadership is in agreement with the recommendations in this report

Mike Cheyne, Roads Manager has been consulted and has no comment

Neil Carnegie, Community Safety Manager has been consulted and has no comment

Margaret Jane Cardno, Community Safety Manager has been consulted and has no comment

Colin Walker, Community Safety Manager has been consulted and has no comment

7. REPORT AUTHOR DETAILS

Ruth Milne

Technical Officer

Rumilne@aberdeencity.gov.uk

(01224) 523483

8. BACKGROUND PAPERS

N/A

COMMITTEE: Enterprise, Planning and Infrastructure DATE: 12 January 2010

CORPORATE DIRECTOR : Director of Corporate Governance

TITLE OF REPORT : (1) The Aberdeen City Council (Inchgarth Road/
Westerton Road/Primrosebank Avenue/
Primrosehill Avenue/Primrosehill Road/Den of
Cults/Station Road/Ashfield Road/Deeview
Road South/Park Brae/Park Road/Loirsbank
Road/West Cults Road) (20mph Speed Limits)
Order 2009 (with associated speed cushions
on Inchgarth Road)
(2) The Aberdeen City Council (Golf Road,
Bielside, and Pitfodels Station Road) (20mph
Speed Limits) Order 2009 (with associated
speed cushions on both roads)

REPORT NO : CG/11/135

1. PURPOSE OF REPORT

This report deals with objections received after the statutory advertisement of 20mph speed limits on Inchgarth Road, Westerton Road, Primrosebank Avenue, Primrosehill Avenue, Primrosehill Road, Den of Cults, Station Road, Ashfield Road, Deeview Road South, Park Brae, Park Road, Loirsbank Road and West Cults Road, **with associated speed cushions on Inchgarth Road**. The public notice is attached, from which members will be able to see the exact content of the proposals.

The report also deals with objections received after the statutory advertisement of 20 mph speed limits on Golf Road, Bielside, and Pitfodels Station Road, **again with associated speed cushions**. Once more the public notice is attached.

These projects were advertised separately but are closely related in terms of considering the value judgements raised in the objections. Accordingly, this report proposes dealing with them as a unified set of proposals.

The objectors' names and addresses are also attached, just after the public notices but before the appendix (which is a set of technical observations on the objections, prepared by the roads officials).

Just to complicate matters further, a *third* current order - containing new waiting restrictions for Westerton Road - has also been drawn into the overall balance of value judgements. This order – The Aberdeen City Council (Various Roads in South Aberdeen) Traffic Management Order 2009 - is actually “on standby” for

confirmation, having been approved by this Committee in all respects other than the Westerton Road element.

2. RECOMMENDATION(S)

That the objections be overruled and the speed limit orders and associated speed cushions introduced as originally envisaged, that the intended new waiting restrictions for Westerton Road be abandoned in the meantime – i.e. dropped from the current order that is otherwise ready for confirmation – but that the need for those restrictions be kept under consideration in the coming year.

3. FINANCIAL IMPLICATIONS

All these measures are being funded within existing budgets.

4. SERVICE & COMMUNITY IMPACT

These are standard traffic management measures to protect road safety in general and pedestrian safety in particular. However, as is not unfamiliar, the perception of local people is that the situation is nothing like as straightforward as that, and the differing views are rehearsed in section 6 below.

5. OTHER IMPLICATIONS

None.

6. REPORT

The appendix to this report is in the authorship of my roads colleagues, who have summarised the objections and offered commentary on the main points raised in them. Copies of the original communications are available for inspection.

There are no legal or procedural issues of note. The central thrust of the objections is to do with traffic calming, not the regulatory speed limits.

However, there is one broad issue of public policy and public perception which should be clarified at the outset. Increasingly in recent years, objections to traffic calming have been able to be thematised in terms of a particular type of scepticism about whether the measures in question are being pursued out of piety rather than hard-edged traffic management rationale. This is an intellectually respectable debate which should be rehearsed where it is relevant, but it is not particularly apposite here. In this case, recorded speeds are high – sometimes distinctively so.

In fact, the objections from Westerton Road are founded on the assumption that traffic calming *does* work, and, indeed, that it is precisely because it works that the proposals for Inchgarth Road and Pitfodels Station Road will displace traffic back onto Westerton Road - even though it *already has* speed cushions.

So scepticism that the virtue of traffic calming is largely abstract, and lacks concrete conviction, is *not* at the heart of the representations from Westerton Road. To the extent that such scepticism has been expressed by objectors from Inchgarth Road, members should be aware that the 85 percentile speeds at the top end of that road have come in at 37-40 mph. Accordingly, it does not seem to be particularly abstract to look at those recorded speeds and to imagine that it would be very desirable to reduce them to something closer to 20mph.

I think I am representing the views of the Westerton Road residents fairly if I say that they are critics of the bald proposal to establish traffic calming on *all* the relevant routes in this particular case, on the grounds that that will mean that motorists will have no choice but to use a road with traffic calming on it, and will therefore revert to *their* road to an unfair level.

As is indicated above, Westerton Road already has speed cushions on it. Before the installation of those cushions, a rough breakdown of traffic on the three routes used for rat running between North Deeside Road and Garthdee/Altens was (roughly) 20% on Inchgarth Road, 32% on Pitfodels Station Road and 48% on Westerton Road.

After the establishment of traffic calming on Westerton Road, the levels there fell back to 30% (Pitfodels 49% and Inchgarth 21%). Residents now fear that levels on Westerton will go back up again.

The roads officials accept this, but think that, once all the roads have been made the subject of traffic calming, motorists will experiment with the three options, and that, in a kind of natural selection, the vehicular burden borne in each case will end up being *at worst* 20% on Inchgarth and 40% each on Pitfodels and Westerton.

On the other hand, residents of Westerton Road believe that their road will look like the best option of the three, and end up suffering unfair disadvantages in a scheme predicated on the assumption of achieving a reasonable share of the burdens at stake.

Not only do the residents believe their road will end up being used much more heavily than at present, but, also, they think that the physical setting of some of the houses on Westerton Road is such that the safety of pedestrians is actually going to be *more* compromised at their location - even though they have footways.

In contrast, Pitfodels Station Road, when walking southwards from the North Deeside Road, has only a small section of narrow substandard footway on the west side for a distance of approximately 105m. There are *no* footways over the remaining 240m to the junction with Garthdee Road, and the route is not only

used by residents but by students walking to and from the Robert Gordon University.

The observations of the roads officials here are fairly clear; experience dictates that, if a number of roads are treated by traffic calming, motorists may well choose the route that looks most like a main road, or the route that looks likely to be the quickest, but, that, if that is a common perception, the favoured route will then become congested and attract tailbacks, *and those tailbacks will cause some drivers to move away again.*

Needless to say, the idea of a new road altogether at this location, although a well-known desire, is not at stake vis-à-vis traffic management measures under consideration in the here and now, as a matter of some urgency.

It should also be said that it is by no means clear that pedestrians (residents and also students) walking on Pitfodels Station Road without the protection of footways are a lesser consideration than residents on Westerton Road who have the protection of footways but who may live in properties that are distinctively close to the road. A sense of vulnerability in the latter situation – notwithstanding the existence of footways – is a concrete reality, and not in dispute. However, *driving* on a footway is a serious offence, and a footway continues to be a considerable and significant place of legitimate refuge. We tell our children that on all accounts they should remain on the pavement. The feeling that a sense of vulnerability remains even when walking on a footway is an admissible and compelling idea, but it should not be exaggerated.

7. AUTHORISED SIGNATURE

Stewart Carruth
Director of Corporate Governance
scarruth@aberdeencity.gov.uk
(01224) 522550

8. REPORT AUTHOR DETAILS

David Wemyss, Committee Services Officer (Roads Legislation),
dwemyss@aberdeencity.gov.uk (01224 522523)

9. BACKGROUND PAPERS

No background papers were used as a point of departure for writing this report (other than the statutory objections themselves).

ABERDEEN CITY COUNCIL
ROAD TRAFFIC REGULATION ACT, 1984
and
ROADS (SCOTLAND) ACT 1984

20 MPH SPEED LIMITS ON INCHGARTH ROAD/WESTERTON ROAD/
PRIMROSEBANK AVENUE/PRIMROSEHILL AVENUE/PRIMROSEHILL
ROAD/DEN OF CULTS/STATION ROAD/ASHFIELD ROAD/DEEVIEW ROAD
SOUTH/PARK BRAE/PARK ROAD/LOIRSBANK ROAD AND WEST CULTS
ROAD, **WITH ASSOCIATED SPEED CUSHIONS ON INCHGARTH ROAD**

Aberdeen City Council proposes to make The Aberdeen City Council (Inchgarth Road/Westerton Road/Primerosebank Avenue/Primrosehill Avenue/Primrosehill Road/ Den of Cults/Station Road/Ashfield Road/Deeview Road South/Park Brae/Park Road/Loirsbank Road/West Cults Road) (20mph Speed Limits) Order 2009, which would provide for regulatory 20mph speed limits on each of the roads named in the title.

The Council is also proposing to introduce associated speed cushions on Inchgarth Road. Each cushion would be established under the Roads (Scotland) Act 1984 and would be 0.075 metres in height and 1.9 metres in length. Tolerances for the construction height of a speed cushion are plus or minus 10 millimetres transversely and plus or minus 15 millimetres longitudinally. The exact positioning of each cushion can be clarified by telephoning Mr. Graham McKenzie at Aberdeen (01224) 523471, or by calling at St. Nicholas House (details of this see below). All parties in the affected streets will receive the exact specifications by letterbox drop.

Full details of all the proposals are to be found in the draft order and in the schedules of speed cushion positionings which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between Monday, 24 August, 2009 and Monday, 21 September, 2009, inclusively, in the offices of the Traffic Operations Team on the 2nd floor of St. Nicholas House, Broad Street, Aberdeen.

It is recommended that anyone visiting St. Nicholas House to view the documents should use the above number to make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit St. Nicholas House can telephone the above number to speak to one of the roads officials.

Anyone wishing to object to the proposed order, or to the intended establishment of speed cushions, or both, should send details of the grounds for objection in writing to the undersigned during the statutory objection period which also runs from 24 August until 21 September, 2009, inclusively. Any objection should state (1) the name and address of the objector, (2) the matters to which it relates, and (3) the grounds on which it is being made. The signatories of petitions or standard forms will not ordinarily be treated as objectors (in the sense in which statutory objectors are contacted by the Council about the possibility of informal

negotiations, etc.) but petitions and standard forms are always brought to the attention of the relevant Committee.

Any person who submits an objection should note that, as a rule, the correspondence will end up in the public domain. Generally, this is because the Committee agendas are public documents, available in libraries and also distributed to the press. Also, when objectors are sent papers later in the procedure, these papers may refer to the complete set of objectors' names and addresses, along with summaries of their observations. If any member of the public is concerned about his or her objection entering the public domain in this way, this should be stated clearly in the objection submitted. Otherwise it will be assumed that an objector has no such concern. It may also be appropriate to indicate that, in fact, objections are very rarely publicised beyond their being read by Councillors, and so, unless any member of the public has a strongly-held or distinctive concern about confidentiality, it is probably in the public interest to observe that there is an element of technicality about this part of the statutory notice. Guidance on these issues can be obtained from Democratic Services at 522523.

Roderick MacBeath
Head of Democratic Services
Aberdeen City Council
Town House
Aberdeen

ABERDEEN CITY COUNCIL
ROAD TRAFFIC REGULATION ACT, 1984
and
ROADS (SCOTLAND) ACT 1984

20 MPH SPEED LIMITS AND ASSOCIATED SPEED TABLES ON GOLF ROAD
(BIELDSIDE) AND PITFODELS STATION ROAD

Aberdeen City Council proposes to make The Aberdeen City Council (Golf Road, Bielside, and Pitfodels Station Road) (20mph Speed Limits) Order 2009, which would provide for regulatory 20mph speed limits on the two roads named in the title.

The Council is also proposing to introduce speed tables on each of those roads. Each table would be established under the Roads (Scotland) Act 1984 and would be 0.075 metres in height and 5.0 metres in length. Tolerances for the construction height of a speed table are plus or minus 10 millimetres transversely and plus or minus 15 millimetres longitudinally. The exact positioning of each table can be clarified by telephoning Mr. Graham McKenzie at Aberdeen (01224) 523471, or by calling at St. Nicholas House (details of this see below). All parties in the affected streets will receive the exact specifications by letterbox drop.

Full details of all the proposals are to be found in the draft order and in the schedules of speed table positionings which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between Monday, 24 August, 2009 and Monday, 21 September, 2009, inclusively, in the offices of the Traffic Operations Team on the 2nd floor of St. Nicholas House, Broad Street, Aberdeen.

It is recommended that anyone visiting St. Nicholas House to view the documents should use the above number to make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit St. Nicholas House can telephone the above number to speak to one of the roads officials.

Anyone wishing to object to the proposed order, or to the intended establishment of speed tables, or both, should send details of the grounds for objection in writing to the undersigned during the statutory objection period which also runs from 24 August until 21 September, 2009, inclusively. Any objection should state (1) the name and address of the objector, (2) the matters to which it relates, and (3) the grounds on which it is being made. The signatories of petitions or standard forms will not ordinarily be treated as objectors (in the sense in which statutory objectors are contacted by the Council about the possibility of informal negotiations, etc.) but petitions and standard forms are always brought to the attention of the relevant Committee.

Any person who submits an objection should note that, as a rule, the correspondence will end up in the public domain. Generally, this is because the Committee agendas are public documents, available in libraries and also distributed to the press. Also, when objectors are sent papers later in the procedure, these papers may refer to the complete set of objectors' names and addresses, along with summaries of their

observations. If any member of the public is concerned about his or her objection entering the public domain in this way, this should be stated clearly in the objection submitted. Otherwise it will be assumed that an objector has no such concern. It may also be appropriate to indicate that, in fact, objections are very rarely publicised beyond their being read by Councillors, and so, unless any member of the public has a strongly-held or distinctive concern about confidentiality, it is probably in the public interest to observe that there is an element of technicality about this part of the statutory notice. Guidance on these issues can be obtained from Democratic Services at 522523.

Roderick MacBeath
Head of Democratic Services
Aberdeen City Council
Town House
Aberdeen

Statutory objectors

Westerton Road

Objector	Address
Mrs J Johnson	299 North Deeside Road Cults Aberdeen AB15 9PA
Dr Shan Parfitt	7 Westerton Road Cults Aberdeen AB15 9NR
Mr Ian Roche	7 Westerton Road Cults Aberdeen AB15 9NR
Dr Alan Thomson	10 Westerton Road Cults Aberdeen AB15 9NR
Dr Jennifer Cleland	10 Westerton Road Cults Aberdeen AB15 9NR
Mr Ron Sawdon	6 Westerton Road Cults Aberdeen AB15 9NR
Kathleen Burgess	5 Westerton Road Cults Aberdeen AB15 9NR
Mr Andrew Pyle	15 Westerton Road Cults Aberdeen AB15 9NR
Mrs S. E. Pyle	15 Westerton Road Cults Aberdeen AB15 9NR
Mr W Wood	9 Westerton Road Cults Aberdeen AB15 9NR
Mr T P Littlefield	Lochnagar 2 Westerton Road Cults Aberdeen AB15 9NR

Objector	Address
Audrey Sheal	1 Westerton Road Cults Aberdeen AB15 9NR
Clare Harris	4 Westerton Road Cults Aberdeen AB15 9NR
Ian Roche	7 Westerton Road Cults Aberdeen AB15 9NR
Dawne Adams	301 North Deeside Road Cults Aberdeen AB15 9PA
Richard Adams	301 North Deeside Road Cults Aberdeen AB15 9PA
Dave Thompson	8 Westerton Road Cults Aberdeen AB15 9NR
Anne Thompson	8 Westerton Road Cults Aberdeen AB15 9NR
David McKay	13 Westerton Road Cults Aberdeen AB15 9NR
Linda McKay	13 Westerton Road Cults Aberdeen AB15 9NR

Statutory objectors

Inchgarth Road Area

Objector	Address
Mr Malcolm S Webster	8 Loirsbank Road Cults Aberdeen AB15 9NE
Dr Alan Knox	16 Primrosehill Avenue Cults Aberdeen AB15 9NL
Dr Robert Ede	9 Inchgarth Road Cults Aberdeen AB15 9NJ
Mr Alan Grattidge	3 Loirsbank Road Cults Aberdeen AB15 9NE
Mr Kevin Flanagan	5 Primrosehill Avenue Cults Aberdeen AB15 9NL
Mr Andrew Wilson	6 Primrosebank Avenue Cults Aberdeen AB15 9PD
Mrs Helen Wilson	6 Primrosebank Avenue Cults Aberdeen AB15 9PD
Mr Erik Dalhuijsen	13 Inchgarth Road Cults Aberdeen AB15 9NJ
Mr Adrian Stewart	33 Deeview Road South Cults Aberdeen AB15 9NA
Mr C. Bruce Miller	11 South Avenue Cults Aberdeen AB15 9LQ
Quail45@hotmail.com	Primrosehill Avenue Cults Aberdeen
Mr James Noel	54 Leggart Terrace Aberdeen AB12 5UD

Objector	Address
Alison Jermieson	49 Deeview Road South Cults Aberdeen AB15 9NA

Proposed 20mph speed limits on Inchgarth Road, Westerton Road, Primrosebank Avenue, Primrosehill Avenue, Primrosehill Road, Den of Cults, Station Road, Ashfield Road, Deevie Road South, Park Brae, Park Road, Loirsbank Road, and West Cults Road, *with associated road humps on Inchgarth Road*

Proposed 20mph speed limit and road humps on Pitfodels Station Road.

Summary of objections received during the public consultation and thereafter a response from roads officials

Please note the comments below are not indicative of the number of objections received, and have been chosen as they highlight recurring themes throughout the correspondence received.

- 1. "Traffic calming measures on Inchgarth Road and Pitfodels Station Road will cause a redistribution of traffic flow to Westerton Road. All three roads carry traffic between North Deeside Road and Inchgarth/Garthdee Road, and any measures to restrict traffic on both Inchgarth and Pitfodels Station Roads are very likely to result in more traffic using Westerton Road..."**

"...the net effect will have will have a most adverse impact on safety and amenity for the residents of Westerton Road. I believe that the proposals will dramatically increase the volume, type and speed of traffic passing in both directions. In fact I would say this appears to be a deliberate plan to transfer traffic on to Westerton Road."

"The measures as proposed will not make Westerton Road safer. Quite the opposite. Increasing the volume of traffic will make things considerably worse..."

To set the background, Westerton Road, Pitfodels Station Road, and Inchgarth Road have traditionally been used as links between the North Deeside Road and Garthdee Road/Bridge of Dee. The drivers utilising these routes can generally be classed in two distinct categories; commuters who travel to/from the Bridge of Dee and beyond, and those who are visiting the various commercial premises on the route e.g. Asda, Sainsburys, B&Q, David Lloyd, Robert Gordon University Campus etc.

Commuters, of course, utilise these roads in peak times to avoid the congestion at the Great Western Road/Anderson Drive Junction. Also, is the direct nature of these routes, whilst the North Deeside Road and South Anderson Drive are more comfortable to negotiate, the perception of many local drivers is that these roads, even in off-peak periods, will offer a more convenient journey.

As a result, various residents in the vicinity of these roads have expressed concerns over some years, with regard to both the speed and volume of traffic on their road. Consequently, in the summer of 2003, traffic calming in the form of road humps was installed on Westerton Road.

Historic surveys, prior to the introduction of road humps on Westerton Road, indicate the 7am to 7pm 'normal working day' distribution of traffic on Westerton Road, Pitfodels Station Road, and Inchgarth Road (west of its junction with Westerton Road) to be 48%, 32% and 20% respectively. After the introduction of traffic calming on Westerton Road the balance shifted in favour of Pitfodels Station Road, with Westerton Road carrying 34%, Pitfodels Station Road 42%, and Inchgarth Road 24%.

Thereafter, in September 2004, traffic signals were installed at the narrow bridge over the Old Deeside Line, to manage vehicular movements. Of note, with regard to the traffic signals, is that whilst it has been suggested they act as a traffic calming measure, they have not deterred the majority of drivers from utilising Pitfodels Station Road. The aforementioned is based on traffic surveys in 2006 that indicated Pitfodels Station Road was now carrying 49% of the traffic, whilst Westerton Road and Inchgarth Road were carrying 30% and 21% respectively.

An explanation for the aforementioned, is that prior to the introduction of the traffic signals, there would have been a greater number of stop/start movements, with drivers approaching the bridge cautiously and negotiating who has right of way. In contrast, each green phase of the signals now lets an orderly queue over the bridge, and it can thereby be suggested that traffic flows have been improved. Whilst considering the traffic signals, it is worth noting observations, from residents on Pitfodels Station Road, that there may have been an increase in peak vehicular speeds on the road, with some drivers running at the green or amber light.

With regard to the current proposals, it is difficult to predict how drivers will react. Drivers will face crossing four traffic calming features on Pitfodels Station Road, similarly six features on Westerton Road, and six features on Inchgarth Road. Thus it could be the case the traffic distribution remains relatively consistent, or else becomes more balanced across the three routes.

On the basis of recent surveys traffic distribution appears to have remained consistent with the 2006 survey. With Westerton Road carrying 29%, Pitfodels Station Road 47%, and Inchgarth Road 24%. The overall

traffic volume was down approximately 2%, however such a decrease is likely to be down to the usual fluctuations in the road network.

Using the higher average traffic volume recorded in 2006, and assuming Inchgarth Road continues to carry approximately 20% of the traffic, a scenario where the remaining distribution becomes completely balanced between Westerton Road and Pitfodels Station Road, could result in an increase of approximately 83 vehicles per hour over the 7am to 7pm working day. The assumption that Inchgarth Road (west of its junction with Westerton Road) will continue to carry approximately 20% of the traffic is applied on the basis that many drivers prefer to access/egress the North Deeside Road further west thereby avoiding queues at the North Deeside Road / St Devenick's Place / Kirk Brae Junction.

Ultimately, as previously stated, it is difficult to predict how drivers will react. It could be that drivers would still consider Pitfodels Station Road as being the route of least resistance, with only four road humps, compared to the six on each of the alternative routes. Consequently, there may only be a small displacement of traffic back to Westerton Road. Or, as highlighted in the previous paragraph, traffic flow may become more balanced across these three routes. The scenario where Westerton Road reverts to being the favoured route is not envisaged.

It must be stressed that there is no deliberate plan to transfer traffic on to Westerton Road. Indeed, whilst Westerton Road is classed as a distributor road, it is recognised that the street has acquired such status by virtue of location, as opposed to being designed for such purpose. However, residents on both Pitfodels Station Road and Inchgarth Road have been stating, for some years now, the same concerns that Westerton Road residents expressed prior to the introduction of traffic calming.

When considering Pitfodels Station Road, the 85% tile speeds of vehicles are in the region of 29 to 34mph. The 85%tile speed is the speed at which 85% of the recorded vehicles were travelling at or below. Such speeds have to be considered in the context of the road layout, the road is very narrow, and there is only a small section of sub-standard footway on the west side north of the bridge. Thus, pedestrians are afforded little, or in fact, for the majority of the road, no segregation from moving vehicles. It is therefore preferable to bring vehicular speeds down to the lower 20mph region. Physical traffic calming measures are the most effective way of doing so, and as a result have a twofold impact with regard safety. They are preventative by giving drivers more time to react to an unexpected event thus enhancing the ability to avoid an accident, and in the scenario where an accident does occur they substantially reduce the severity of any personal injury to those individuals involved.

On Inchgarth Road, the 85%tile speeds have been assessed at two locations. Just west of the junction with Westerton Road the 85%tile speed in both directions is 36mph. Whilst further west, near the junction with Primrosehill Avenue, the 85%tile speed for westbound traffic was 40mph, and similarly eastbound traffic was 46mph. The latter survey

utilised a handheld radar gun and the peak recorded speeds were 44mph eastbound and 46mph westbound.

2. **"The proposed plan is based on a traffic survey undertaken three years ago. Any planned changes to the traffic systems must be based on data which reflects the current volume, type and speed of traffic using the routes being examined."**

"For any data to be sound, it needs to have been gathered according to the standard methodology applicable to all scientific surveys. A Westerton survey were carried out over only a 1 week period would fail to meet this criterion, and therefore the Westerton residents would not be being treated equitably if a comparison of traffic over the 3 roads were carried out on that basis."

As stated previously, recent surveys indicated the overall traffic distribution has remained relatively consistent with the 2006 surveys. The data collected from Westerton Road was based on a visual count over the working day hours of 7am to 7pm. The aforementioned visual count being instigated after it was discovered there were discrepancies in the data collected by an automated counter. Thus, at the time of writing, there is not a new spread of data covering the working week for Westerton Road.

However, the 7am to 7pm visual count on Westerton Road is within the region of the 2006 count. The table below summarises and compares the data between the automated count in 2006 and the recent visual count. Overall the recent visual count is 5.4% lower than the automated 2006 count.

Westerton Road - Summary of data collected on 7am to 7pm working days

	April 2006	Nov/Dec 2009
7am to 7pm (Average Hourly)	244	231
8am to 9am Peak	360	351
4pm to 6pm Peak (Average Hourly)	315	307
Total vehicles recorded from 7am to 7pm	2929	2771

There have recently been operational issues with the automated counting equipment and further counts are planned. Thus, if possible, a summary of any new data will be conveyed at the January Committee. Nevertheless, the assumptions with regard to current traffic distribution are reasonable, and the possible scenarios with regard future distribution stand.

3. **"I am totally in favour of the 20mph speed limit on all the roads within the enclosed plan but totally opposed to speed humps in any of the roads in this area."**

"While I wholly endorse the proposal to introduce a mandatory 20mph speed limit in the area designated, I must object to the planned introduction of road humps."

Signs alone are being recommended for the wider area where the road layout and gradient of the existing roads already limit vehicular speeds. Thus, the mandatory 20mph will further highlight the need for caution when negotiating these roads. However, it must be emphasised signs alone will only have a minimal effect, perhaps reducing speeds by at most a few miles per hour. Consequently the only sure method to bring vehicular speeds down on the section of Inchgarth Road where high vehicular speeds have been recorded is to introduce physical traffic calming measures.

4. **"...there is no real evidence to show that speed bumps reduce accident rates, on the other hand, there are many reported cases of speed bumps causing accidents."**

Reducing speeds in residential areas can reduce accidents significantly and make injuries much less severe, particularly so when considering vulnerable road users such as pedestrians, cyclists and motorcyclists.

In 1996, the Transport Research Laboratory reviewed 20 mph zones in Great Britain (Webster and Mackie 1996). The uncontrolled study included seventy-two 20 mph schemes and used 5 years of before data and at least 1 year of after data (the average was 30 months). The researchers found that overall collision rates decreased 61%, pedestrian collision rates decreased 63%, child pedestrian collision rates decreased 70% and overall child casualty rates decreased 67%.

The London Road Safety Unit commissioned the Transport Research Laboratory to undertake a research project investigating 20 mph zones in London (Webster and Layfield 2007). The study evaluated 78 zones in an uncontrolled before and after study design with 5 years of before data and at least 1 year of after data (average was 3 years). Though the study did not have a formal comparison group, the authors were able to adjust estimates of casualty reductions to account for background trends on unclassified roads and found substantial casualty reductions in London's 20 mph zones.

Reduction in casualty frequency in 20 mph zones (adjusted) - London Study 2002

User group	All Casualties	KSI (Killed or Seriously Injured)
All road users	45%	54%
Children	42%	45%
Pedestrians	36%	39%
Pedal cyclists	21%	30%
Powered 2 wheelers	58%	79%

With regard to impact speed and the severity of injury to pedestrians a study (Ashton and Mackay, 1979) calculated impact speed distributions from at-the-scene pedestrian accidents for car and car derivatives. They found that 5 percent of fatalities occurred at impact speeds below 20mph, 45 percent occurred at less than 30mph and 85 percent occurred at speeds below 40mph. About 40 percent of pedestrians who are struck at speeds below 20mph sustain non-minor injuries, however this rises to 90 percent at speeds up to 30mph. Age effects also mean that elderly pedestrians are more likely to sustain non-minor injuries than younger people in the same impact conditions.

The Royal Society for the Prevention of Accidents indicates that: -

- Hit at 40mph, 90 per cent of pedestrians will be killed;
- Hit at 35 mph, 50 per cent of pedestrians will be killed;
- Hit at 30mph, 20 per cent of pedestrians will be killed;
- Hit at 20mph, 3 per cent of pedestrians will be killed.

Of further interest is recent research published in the British Medical Journal titled 'Effect of 20mph traffic speed zones on road injuries in London, 1986-2006: controlled interrupted time series analysis'. The paper found the introduction of 20mph zones was associated with a 41.9% reduction in road casualties, after adjustment for time trends. The percentage reduction was greatest in younger children and greater for the category of killed or seriously injured casualties than for minor injuries. The conclusion therefore was that 20mph zones are effective measures for reducing road injuries and deaths.

5. "The historical lack of accidents undermines any need for such aggressive measures as speed bumps." (Inchgarth Road)

"There does not seem to be a history of accidents on this road." (Inchgarth Road)

It is the case that there is no significant history of collisions on Inchgarth Road (west of Westerton Road) or Pittfodels Station Road. However, it is the potential consequences of a collision at the vehicular speeds recorded on these roads that is of concern. As indicated previously the severity of an injury is correlated with impact speed, and any collision at

speeds in the region of the 85%tile speeds recorded on these streets is likely to have severe consequences.

6. **"Enforcing the current speed limit would achieve the same result..."**

"Given that the Police never patrol the roads in this locality and they never set up speed traps, it can be concluded that no-one has ever attempted to enforce the current 30mph speed limit..."

Grampian Police will target their limited resources towards the distributor routes in Grampian Region with a significant history of both accidents and vehicular speeding; speeds at which, in the event of a collision, would cause major injuries/damage. Thus, on roads such as Inchgarth Road and Pitfodels Station Road the ideal method of speed control is the installation of physical traffic calming measures to self-enforce the mandatory 20mph speed limit.

7. **"I would propose that instead of these measures, the introduction of speed cameras to back up the mandatory speed limit would be more effective and less invasive to local residents."**

There is strict guidance with regard the installation fixed 'safety' cameras, as set out in the 'Scottish Safety Camera Programme Handbook'. Thus, to install a fixed camera there must be a minimum number of collisions over the preceding three years within a 1000m stretch of road. Of these collisions there must be a minimum of 3 fatal or serious collisions. As such, Inchgarth Road would not meet the criteria for the installation of fixed cameras. Similarly, the road would also not meet the criteria for enforcement by the Mobile Unit of the North-East Safety Camera Partnership. In conclusion, safety cameras are generally utilised on distributor roads with a recorded history of both high vehicular speeds and collision rates.

8. **"This, I suggest, is an unnecessarily weighty approach to citizen control in response to a minimal issue (for which little real evidence of need has been demonstrated), perhaps more appropriately addressed by discarding the overall 20mph zone and the installation of a single radar speed warning sign as now found throughout many of the Shire's villages."**

Aberdeen City Council is currently introducing Vehicle Activated Signs similar to those recently installed in Aberdeenshire. However the City Council will be taking a different approach from Aberdeenshire Council, as whilst there will be specific sites with a fixed column to accommodate the sign, the signs will in fact be portable and rotated periodically around the sites. This method is intended to address the familiarity issue where drivers initially pay due attention to the signs, but thereafter on becoming familiar with the sign, revert to their original behaviour. Thus, it is hoped by periodically rotating the signs, the signs may prove more effective, as well as highlighting the issue of speeding on a greater number of distributor roads.

Taking into account the above, speed activated signs are appropriate on distributor routes that carry significant volumes of traffic, and where physical traffic calming measures would be wholly inappropriate. In contrast, road humps are the ideal method of ensuring a mandatory 20mph speed limit is self-enforcing, on a road that should mainly be serving vehicles associated with local residents

9. **"It is widely suspected that speed bumps can cause damage to vehicles, even when negotiated at legal and 'sensible' speeds, and there have been links to broken suspension, failed wheel bearings and tyre wall failures (causing blow outs at higher speeds)..."**

Vehicles travelling over road humps at appropriate speeds should not suffer damage, provided the humps conform to the Highways (Road Hump) Regulations. In a study (Kennedy et al., 2004e) various types of vehicle were driven over road humps, and despite repeated passes at speeds up to 40mph no damage to the vehicles was observed. It was also seen that the forces generated when traversing road humps were comparable to those likely to be sometimes experienced during normal driving activities, such as driving over a very irregular surface or pothole, or mounting a kerb.

10. **"...there are a large number of sports cars with a ground clearance of less than 7.50 cm. From a personal point of view, my road car has a ground clearance of less than 7.5cm, I also have a classic car with a ground clearance of less than 7.5cm. Further to this, I tow one of my classic cars on a trailer on regular basis along Inchgarth Road which has the effect of making my car even lower."**

United Kingdom legislation for vehicle construction does not require a minimum clearance to be provided between the underside of a vehicle and the carriageway surface. Vehicle manufacturers, including those adapting vehicles for particular purposes, e.g. for disabled people, are expected to take into account the need to negotiate a variety of features likely to be found on the highway, including road humps. However, it is appreciated that a few sports cars can have unladen ground clearances as little as 100 to 120mm (Webster, 1993b) and, when such cars are fully laden, ground clearances can be approximately 30mm lower.

The likelihood of grounding can be minimised by suitable hump design and is one reason why a maximum height of 75mm is recommended for individual road humps that are not raised junctions. Similarly, the length and breadth of the speed cushions will affect the likelihood of low vehicles grounding on them. In this regard, it is the intention to modify the speed cushions to speed table road humps, albeit with drainage channels running either side of the features. These features will be 5m in length and allow an easier transition for vehicles with a low ground clearance. Thus, providing the driver of such a vehicle approaches the road hump at an appropriate speed, there should be no issues traversing the feature.

- 11. "Inchgarth Road is the only viable road for fire engines, ambulances and other emergency vehicles heading for the various Primrosehill and Inchgarth Roads and Loirsbank Road. The introduction of road humps here will increase response times and could cause accidents."**

The Transport Research Laboratory found that delays to emergency vehicles per traffic calming measure are relatively small (Boulter, Hickman et al. 2001). Of course, the journey of the emergency vehicle must be considered in detail, and in this regard the driver of such a vehicle will utilise distributor routes to arrive at the destination concerned, thus the number of traffic calming features to be negotiated will be very small. The overall effect on response times will therefore be negligible.

- 12. "The total exhaust related emissions on this section of road would more than double..."**

A study by Boulter et al. (2001) investigated the impact of various traffic calming measures, comparing the difference in emissions recorded from 15 types of passenger cars before and after the measures were introduced. The results showed that for the petrol non-catalyst, petrol catalyst and diesel cars tested, the mean emissions of carbon monoxide, hydrocarbons, and carbon dioxide increased by 20 per cent to 60 per cent. For oxides of nitrogen emissions, only the diesel cars showed a substantial increase, about 30 per cent. Emissions of total particulate matter from the diesel cars increased by 30 per cent.

However, any increase in emissions must be considered in the context of the overall journey of a vehicle. In this regard, drivers will utilise distributor roads for the vast majority of their journey, and roads with traffic calming features will form a small part of the overall journey. Thus, the extra emissions produced will generally be negligible in the context of the overall journey.

When also considering the increased emissions at a local level, the study by Boulter et al. (2001) found the pollution concentrations associated with various types of traffic calming schemes were well below the 2000 Air Quality Strategy standards.

- 13. "...due to the continuous braking and acceleration of vehicles the noise loading would increase dramatically..."**

When considering roads that generally accommodate light vehicles, the overall traffic noise level usually reduces. The aforementioned is based on studies made alongside road humps in Slough and speed control cushions in York (Abbott et al., 1995a and 1997). Certainly, on a road with a significant proportion of buses and commercial vehicles noise levels can rise, but the vast majority of vehicles utilising Inchgarth Road / Pitfodels Station Road are light vehicles.

However, vehicle noise emissions may also depend upon the way vehicles are driven. A passive style of driving, at a lower but constant speed, contributes to lower noise levels. Most drivers will adopt such a driving style. Whereas, an aggressive style, with excessive braking and acceleration between road humps, gives rise to a fluctuating noise level. So, whilst the overall traffic noise may decrease, there may be increased peak volumes due to the aforementioned aggressive style.

14. **"During winter months, Inchgarth Road west of Westerton Road has always has a low priority for gritting and snow ploughing. It is not unknown for eastbound vehicles to get stuck when negotiating the incline between Primrosebank Avenue and Westerton Road, and this situation will only worsen if speed bumps prevent drivers 'getting a run' at the incline and then maintaining their speed."**

"Based on our experience, in winter when there is snow and ice it is extremely difficult, even at times impossible, to drive up the incline / hill from Primrosebank Drive to the junction of Westerton Road."

Road humps have been installed on roads with similar gradients in the City and there have been no issues raised with regard vehicles traversing the features in snow/ice. The particular road hump of concern will not prevent a 'run up' on the approach. Presumably most drivers are already exercising caution when negotiating the gradient in snow/ice and are thereby driving at speeds below 20mph. The approach speed to the feature would therefore be unaffected.

As previously stated, it is intended to modify the design from speed cushions to speed table road humps, and therefore provide an easier transition. Also, to take into account the gradient, the road hump, east of Primrosebank Drive, will be reduced in height to 50mm.

15. **"Part of the problem with speeding on Inchgarth Road when heading west is that as you leave Garthdee the limit changes from 30mph to 40mph and back to 30mph just before Westerton Road. There is however no 40mph sign on the left hand side of the road here while the one on the right is almost concealed in foliage...I can understand why motorists miss it. This does not excuse them from speeding down the hill towards the Shakin Brig but some may genuinely believe they are still in a 40mph zone."**

The issue of the small section of Inchgarth Road with a 40mph speed limit was considered prior to the recent consultation, and consequently an extension of the 30mph speed from Garthdee is being promoted. If approved, the speed limit will remain a consistent 30mph from Garthdee to Cults, and will abut the proposed 20mph mandatory speed limit just east of the Westerton Road junction.

16. **"Please will you tell me why money can be spent on speed bumps, traffic islands, 20mph zones, at a time when the roads in Aberdeen are cratered with potholes."**

"If safety is a priority then I believe it is far better to spend any money available on the maintenance of the road as it is."

There is no doubt that a dedicated yearly budget allocated specifically for road safety proposals has been crucial in lowering the number of collision related injuries throughout the City over many years. A measure of success is that the number of road collision casualties within Aberdeen City has fallen by approximately two-thirds since the late eighties. Collisions are reduced through engineering, education and enforcement. In this regard, when you consider the unnecessary hurt and loss road accidents cause to victims and their families, a dedicated budget is a valuable resource. Of course, road maintenance is also crucial, and the maintenance budget is prioritised on the road network city-wide.

17. **"Maybe a concern for you is where this displaced traffic is now going to manifest itself, does all traffic from the North Deeside Road wanting to access the south of the city now choose to use Leggart Terrace which you must agree is over capacity now."**

With regard to the displacement of traffic, should the proposals for Pitfodels Station Road and Inchgarth Road be implemented, it would be expected most vehicles would be displaced to South Anderson Drive. However, the displacement of vehicles to South Anderson Drive or Leggart Terrace would not be expected to be significant. Most drivers when faced with the peak time congestion at the aforementioned junctions will still choose to travel a route where traffic is moving freely, particularly so where traffic calming features are limited. Thus, whilst the proposals for Pitfodels Station Road and Inchgarth Road will effectively reduce vehicular speeds, any displacement to the wider network will be limited.

18. **"Pifodels Station Road doesn't have a pavement and is populated on occasions by students, does not have residential properties facing on to the road on both sides, and it seems to me that your decision to spend hard earned council tax on this project really needs to be revisited."**

Certainly, whilst pedestrian flows will be low on Pitfodels Station Road, it does not negate the issue that pedestrians are in the vicinity of moving vehicles without the segregation provided by a dedicated footway. The aforementioned when considered in the context of the volume and speed of traffic, and thereafter the narrow width of the road, justify the physical measures needed to reduce vehicular speeds.

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Suggestions put forward by residents on Westerton Road to mitigate possible change in traffic distribution

1. "Absolutely reject 'double yellow' lines."

Concerns were originally raised regarding vehicles being parked in close proximity to the bridge and thereby forcing southbound drivers on to the northbound side of the road to pass. The issue being a lack of forward visibility leaves a driver blind to the presence of an oncoming northbound vehicle. However, given the near vicinity of traffic calming measures, it is proposed 'double yellow' lines are withdrawn. Given the low speeds, and the fact that there has been no collisions in the close proximity of the bridge, the problem is perhaps more perceived than being a real issue. In essence the slow vehicular speeds allow drivers time to react and if necessary give way.

2. "Accept legally enforceable 20mph zone."

The proposed mandatory 20mph zone applies to Westerton Road and thus technically, if the proposal is implemented, Grampian Police could enforce the speed limit.

3. "Improve existing humps. Average 85%tile speeds have increased in both directions since 2006 (Up 2mph northbound and up 3mph southbound). This is to be expected given the poor condition of the speed bumps."

The condition of the existing road humps will come under the remit of the Maintenance Team. So, whilst the Road Safety Team will seek to have the road humps repaired as a priority, it will ultimately depend on the level of urgency when compared against other priorities on the road network.

4. "Put in additional humps at: nos 1-3, brow of railway bridge, no 9, halfway between bottom 2 humps."

Currently there are six traffic calming road humps on Westerton Road, including the two associated with the Give Way/Priority system on the lower section. These features are spaced apart at intervals of between approximately 30 to 70m. The 85%tile speed of vehicles on the section north of the bridge are 19mph northbound and 23mph southbound. On the section south of the bridge, based on the 2006 survey, the average 7am to 7pm 85%tile speeds were 25mph southbound, and 24mph northbound.

Given, the aforementioned, there are no proposals to add additional features. Road humps within traffic calming schemes in the City are generally installed with spacing in the region of 60 to 80m, in accordance with Department for Transport Guidance. The traffic calming has effectively brought the mean speeds on Westerton Road down to 21mph and below.

5. "Remove Garthdee and Braemar signs."

The 'Garthdee' sign on the North Deeside Road directing traffic down Westerton Road will be removed. It is recommended the 'Braemar' sign at the Westerton Road/Inchgarth Road junction remains, as any drivers unfamiliar with the area will be directed toward the North Deeside Road before entering Deevie Road South.

6. "Additional and clearer weight limit signs, especially at the North Deeside Road end, and by Auchinyell Road."

Additional weight limit 'ahead' signs will be implemented on the North Deeside Road. In tandem, there will also be a review of current signs, and where warranted improvements implemented.

7. "Width restriction (e.g. bollard with key), possibly by Auchinyell Road."

Of course, the area is already covered by a weight limit restriction, albeit with an 'except for access' relaxation. The relaxation is essential when you consider the vehicles that will service the properties in the area i.e. delivery vehicles, removal vans, refuse vehicles etc. A system with a bollard entry would be unworkable, and would simply lead to frustration and many complaints.

8. "Inform Satnav companies of weight limit."

A satellite navigation system does not exonerate drivers from disobeying regulatory signs. In this regard, the weight limit is clearly indicated at Garthdee Road, Pitfodells Station Road, and Westerton Road. As such, it is hoped the additional 'weight limit' signs will have a positive effect. In an effort to improve the situation the Road Safety & Traffic Management Team will also engage further with companies providing mapping information.

9. "Extend the traffic calming road humps along Inchgarth Road, to its junction with Garthdee Road. This would serve to reduce speed right along this road without incurring significant redistribution of vehicular flow."

Such a proposal would require the installation of a significant number of road humps, and would be likely to attract a significant number of objections from the community. The emergency services, would also have concerns, as whilst they would mainly utilise the North Deeside Road, they may use Inchgarth/Garthdee Road and road humps over such a distance could lead to delays.

CONTROLLED PARKING AREAS – WORKING PARTY

ABERDEEN, 10th December, 2009. - Minute of Meeting of the CONTROLLED PARKING AREAS WORKING PARTY of the Enterprise, Planning and Infrastructure Committee. Present:- Councillor McCaig, (Convener); and Councillor Donnelly (substituting for Councillor Boulton).

Apologies had been received from Councillors Laing and Wisely.

Also in attendance:- Councillors Adam, Collie, Corall and Jennifer Stewart.

Apologies had also been intimated from Councillor Cormack and John Stewart.

MINUTE OF PREVIOUS MEETING OF 18 MAY 2009

1. The Working Party approved as a correct record the minute of its previous meeting of 18 May, 2009.

MOTORCYCLE PARKING

2. With reference to Article 3 of the minute of the previous meeting of the Working Party, there had been circulated a report by the Director of Enterprise, Planning and Infrastructure advancing consideration of this matter.

Aberdeen had ten dedicated motorcycle parking areas where motorcycles could be parked for free, quite properly and legally. Only one of those areas was at present at capacity, even though all the areas were very central. The separate question of whether a motorcycle left in a controlled parking area should display a pay and display ticket (or, in Foresterhill or Garthdee, a voucher) had in the past been determined by the common-sense acceptance of the vulnerability of any such ticket or voucher to interference or removal by unauthorised persons. The City Council, like the former Regional Council before it, had accepted that this interference made it difficult to imagine arguing with a motorcyclist claiming that he had exhibited a ticket but that someone had removed it without authorisation. Even securing a ticket in a second tax disc holder was not going to make it invulnerable from interference, and so, whether in good or bad faith, a motorcyclist would always be within the bounds of reason if he or she were to aver the unauthorised removal of a ticket. This made it essentially impossible to sustain the Council's position vis-à-vis any penalty charge notice contested.

Also, the Local Transport Strategy aimed to increase the use of motorcycles since they maximised efficient use of limited road space, and were altogether strategically desirable. Accordingly, in the absence of any real problem, and given the relative strategic desirability of free motorcycle parking, the report was inclined to favour the continuation of dedicated motorcycle parking areas in central areas, and the acceptance that, in controlled parking bays where a pay and display ticket or a voucher was required, it was acceptable (and also realistic) to concede that the few

motorcycles left in such areas be treated as having been left there legitimately, even if a ticket or voucher had not been exhibited.

It was noted in passing that there were no realistic concerns that some motorcyclists were buying pay and display tickets or vouchers in good faith, and leaving them on their motorcycles, while others in the motorcycling community had picked up on the idea that an official “blind eye” was being turned to motorcycles *not* exhibiting tickets. On the contrary it was very likely that almost all motorcyclists assumed they were entitled to park free of charge in controlled parking bays, and it was also clearly the case that very few did in any case.

The present report now summarised existing usage of dedicated motorcycle bays, which was largely dictated by the time of year, or the weather. There were less motorcyclists on the road in wintry or wet weather conditions. The following table had been circulated to show existing levels of use:-

<u>MOTORCYCLE PARKING</u>			
Location	No of car parking bays converted	* Frequency of use - A, B or C	Comments
On-street parking (Lined and signed only)			
Bon Accord Street	2	A	
Queen Street	2	A	
Union Terrace	2	B	
Golden Square	3	B	
Loch Street	2	B	Could reduce overall parking provision by removing one car parking space
Schoolhill (Inset)	2	B	Motorcycles tend to park at the back of the wide footway at present. Recommend to keep spaces but educate through letters requesting they park within spaces provided.
Justice Street	1	C	
Charlotte Street	2	C	Could reduce overall parking provision by removing one car parking space
Rose Street	1	C	
Rubislaw Place	2	C	Could reduce overall parking provision by removing one car parking space

MOTORCYCLE PARKING (cont.)			
Location	No of car parking bays converted	* Frequency of use - A, B or C	Comments
On-street parking (with bollards and security rail)			
Huntly Street	2	A	Cannot easily revert to on-street parking, however given the frequency of use this would be unlikely
Crown Street	2	A	Cannot easily revert to on-street parking, however given the frequency of use this would be unlikely
Surface car parks (lined and signed)			
Summer Street	2	A	
Gallowgate	2	A	
Multistorey car parks (lined and signed)			
Chapel Street	4	A	
Denburn	4	A	

* **A - well used: B – used, but intermittently/seasonal: C - lightly use**

The Working Party resolved:-

to request the officials to enter into discussions with motorcycle organisations on the possibility of seasonal use of existing spaces (including additional locations compatible with this) and that, upon conclusion of these discussions, to report directly to the Enterprise, Planning and Infrastructure with definitive recommendations, including observations on whether there might yet be realistic means of securing parking tickets (or permits) to motorcycles.

PARKING PERMITS FOR SERVICEMEN AND SERVICEWOMEN

3. The Working Party had before it a report by the Director of Enterprise, Planning and Infrastructure outlining concerns about how military servicemen and servicewomen sometimes purchased residential permits from which they ended up getting very little good. Formerly, permit holders had been entitled to a pro rata refund for “unused” months of their yearly entitlements, but this had been withdrawn after the introduction of three and six month options. These options had precluded the need for a refund system in most cases but did not cure the possible unfairness of the predicament in which servicemen and servicewomen might find themselves if they were called away on unexpected long-term trips abroad.

The report went on to outline three options on this issue, the first being to do nothing (because the issue had only ever been raised on one occasion), the second being a system of free permits which would involve significant implementation costs (especially in relation to the need for elaborate negotiations with the Ministry of Defence), and the third being an option for members of the armed forces to surrender three, six or twelve month permits and receive refunds proportionate to the number of full months remaining.

The Working Party resolved:-

to recommend to the Enterprise, Planning and Infrastructure Committee that the third option be implemented.

NOTICE OF MOTION BY COUNCILLOR DONNELLY “TRADES ANNUAL PARKING PERMIT”

4. The Working Party resumed its discussion of the issues arising from Councillor Donnelly’s motion to the Council on 25th June, 2008.

The motion had been in the following terms:-

“Calls on this Administration to introduce a levied “Trades Annual Parking Permit” to assist the city’s plumbers, electricians and joiners, etc. to carry out their work unhindered in the city’s parking areas. This would not apply to parking in no parking areas.”

The former Grampian Regional Council in the early eighties had introduced the first controlled zones to help residents park near their homes, and also to increase short-term turnover in the centre of the city. As the zones then increased in number in the nineties, a more distinctive strategic element had emerged, in which commuters had been posed challenges about their transport choices.

A family entering the city every weekday morning, perhaps dropping off two children at different private schools before one parent was dropped off at work and the other parent took the car on the final part of its morning journey, was clearly unrealistic to contemplate as an operation which could be done by bus. However, many commuter journeys were much less logistically complex, and were more likely to involve a single person driving from (say) Ferryhill to Foresterhill, a journey that could quite conceivably be undertaken by many people without using a private car. Accordingly, to stay with that particular example, the Foresterhill controlled parking zone had posed a challenge to hospital workers; namely, if you insist on taking a car and parking it in the residential streets surrounding the hospital, there will be a charge, a charge unashamedly intended to be a deterrent.

This whole ethos of “posing a challenge” meant that one thing was bound to be clear; the Council had to be able to justify its position when critics asked if Council staff were also posed the same challenge. Over the years, issues surrounding this value judgement had come and gone, but the fundamental point had always been protected at all costs; Council staff should enjoy absolutely no *on-street* parking privileges for private cars. Yellow vans were arguably different, as indeed were the vans of statutory undertakers in general, and there were long-standing conventions

whereby Council staff enjoyed the benefits of season tickets purchased for them by their departments, by virtue of which their private cars would then be parked *off-street*. But, whatever debates might be had about off-street arrangements, or vans on-street, it was clearly completely unacceptable for Council staff to have any kind of privilege vis-à-vis *private cars* in on-street zones.

This was perhaps the essential point of departure for thinking about contractors and tradesmen. They had not necessarily been compared directly to statutory undertakers' vans; statutory undertakers had a higher exemption status than private contractors, regardless of how logistically exigent the needs of the latter might be. Nevertheless, it was commonly accepted that that distinction was not easy to sustain, especially in some cases, and so private contractors in Aberdeen had for many years enjoyed a limited privilege (covered in the traffic orders) whereby, after transacting with the parking office, they could obtain from the pay and display machines discounted tickets for a single day's (cheaper) parking presence outside properties where they were working.

Councillor Donnelly's motion opened up the possibility of eliminating the unwieldiness of having to transact with the parking office every morning. If a plumber or joiner was going to be working at a property for several days, he would have to renew the discounted parking arrangement every day, and, for that matter, satisfy the parking office that the request was not merely a matter of routine convenience but a genuine logistical issue.

However, it was frequently invidious for the parking office, or parking attendants on the beat, to have to try to distinguish between genuine logistical need and routine convenience. Clearly, there was a grey area where either could be adduced, depending on subjective impressions.

To that extent, Councillor Donnelly's motion had the virtue of eliminating value judgements about levels of need. On the contrary, the motion accepted that, if a contractor was willing to pay for it, the new kind of permit now being contemplated would be able to be used in all situations. In other words, the view would be taken that tradesmen simply deserved the flexibility and convenience of privileged parking, but perhaps at a significant price.

In this respect, the current report offered detailed discussion of the various options, including comparison with Dundee, Perth and Kinross, Glasgow and Edinburgh. In Aberdeen, of course, contractors could phone the parking office and obtain a discounted ticket from the machine. Dundee City Council did nothing, and contractors simply passed on parking charges to their customers (or not, if they so chose). Perth and Kinross Council had a £10 daily charge for contractors, more expensive than Aberdeen *but* the contractor was required to turn up in person at the parking office every day. Glasgow City Council had no specific scheme, but contractors could use residential scratch cards obtainable from the parking office for £2. Edinburgh City Council had "trades parking permits" which cost £100 per month or £1,000 per year. Vehicles had to be registered to the business, be insured as works vehicles, and be liveried. Also, the permits only applied between 9am and 4.30pm (the times of lowest residential demand).

The Working Party resolved:-

to recommend to the Enterprise, Planning and Infrastructure Committee that Aberdeen City Council establish for a trial period a variation on the Edinburgh

system, at only £50 per month, but with the cost to be reviewed after a year of operation. Also, unlike Edinburgh, the Aberdeen system would neither require that permits were vehicle-specific nor that vehicles be liveried. Nor would there be any daily time limitation.

MANAGEMENT OF CONTROLLED PARKING

5. The Working Party had before it a report by the Director of Enterprise, Planning and Infrastructure discussing a range of issues on the future development of the on-street controlled areas. The report suggested that the Working Party might recommend to the Enterprise, Planning and Infrastructure Committee that officers be requested to take steps

- (1) to adjust charges in the forthcoming zones M and X to bring them into line with other zones nearby;
- (2) to re-engage with local retailers in Foresterhill to re-establish easy availability of vouchers for that zone;
- (3) to review the priority of future controlled parking areas and report back to the Committee on this, with particular reference to the impact of Union Square on the Palmerston area, which might well now be able to be adduced as the highest priority;
- (4) to investigate afresh existing zone boundaries and examine the implications of changing them;
- (5) to review price structures throughout the zones;
- (6) to investigate the possibility of introducing differential charging between different zones; and
- (7) to examine the implications of introducing emission-based charging.

The Working Party resolved:-

to recommend to the Enterprise, Planning and Infrastructure Committee that all of these proposals be affirmed, noting in particular that proposals 4 – 7 pointed to the longer-term possibility of recasting existing orders in the form of a single new piece of legislation, which would be a significant undertaking but by no means undesirable in view of the complex welter of existing traffic orders in operation at the moment.

- **CALLUM McCAIG, Convener.**

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Planning and Infrastructure
DATE	12 January 2010
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Recent Flooding Incidents
REPORT NUMBER:	EPI/10/005

1. PURPOSE OF REPORT

To inform the committee of the flooding incidents that occurred between September and November 2009 and the various mitigation and inspection measures planned as a result of these events.

2. RECOMMENDATION(S)

That the Committee note:

- a) the flooding incidents listed
- b) the forthcoming publication of the 7th Biennial Flood Report
- c) that a scheme is being progressed to deal with the problem at Jacks Brae.
- d) that an initial inspection of the open sections of watercourses will commence in 2010 subject to budget availability
- e) that work is ongoing on a regular basis to clear road gullies, drains and hecks, particularly at know high risk locations.

3. FINANCIAL IMPLICATIONS

The works in Jacks Brae which are expected to cost £30,000 are budget for in the 2009/10 non-housing capital budget.

Future inspection and mitigation works will depend upon budget availability,

4. SERVICE & COMMUNITY IMPACT

The alleviation of flooding problems relates to item 9 of the Single Outcome Agreement – ‘We live our lives safe from crime, disorder and danger’.

5. OTHER IMPLICATIONS

None

6. REPORT

Appendix A contains a draft of chapters 3 to 5 of the 7th Biennial Flood Prevention report. This report which covers the period 27/11/07 to 26/11/09 has still to be approved by the Scottish Government prior to publication. On publication copies of the full report will be placed in the members’ library.

Chapters 3-5 contain a list of the recent flooding incidents.

7. REPORT AUTHOR DETAILS

Alan Robertson
Principal Engineer
alanr@aberdeencity.gov.uk
01224 (52)2419

8. BACKGROUND PAPERS

‘New Flood Regulations – Flood Risk Management (Scotland) Act 2009’ – report to the Enterprise, Planning and Infrastructure Committee of 26 November 2009.

APPENDIX A

3 FLOODING INCIDENTS FROM 27/11/07 – 26/11/09

3.1 Watercourses

Street Name	Location	Problem	Work Required
BoydOrr Avenue		Blocked ditch flooding properties	Clean out ditch
Hopetoun Court	South side from junction of Sclattie	Tree roots blocking pipe	Break into pipe and construct two manholes in watercourse, clear roots from pipe and replace sections as required
Farburn Terrace	Railway Bridge	Carriageway flooded due to overflow from nearby watercourse	Clear blocked heck and install 5 new gulley pots.
Springfield Place	Craigieburn Park to rear of Burnieboozie Crescent	Flooding from culvert that runs in gardens to rear of 9-45 Springfield place.	Lift 12 manholes and check for debris and blockages.
Brighton Place	No 57	Flooding of Basement	Check nearby watercourses for blockages.
Pitmedden Road	Kirkton Villa Beidleston	Flooding to Garden Flooding to Road	Watercourse within Railtrack's property needs cleaned. Railtrack have inspected and responded that the flooding is not caused by their property. Correspondence to continue, map and photos to be sent. Recurrence of flooding on 01/11/09. ACC took emergency action and cleaned out watercourse Dry stone dyke had collapsed into watercourse. Wall removed and ditch cleaned.
Jacks Brae	Denburn	Major Flooding to Road and Property	Heck cleaned day before flooding incident, hake blocked with garden debris. New design required. Flooded for second time 01/11/09
Craigieburn Park		Flooding to Swimming Pool Basement.	Camera survey carried out. Section of culvert within Craigieburn Park blocked with tree roots, from mature trees in Craigieburn Park. Onus put back on Property Managers to resolve. Culvert appears to be undersized.

University Grounds		Flooding to public right of way.	Blockage to culvert appears to be in University grounds. Write to University and ask them to resolve.
Howe Moss Drive	Industrial Unit to rear of Units 1-9 Airport Commerce Park.	Flooding to industrial Unit car park and scour damage	Culvert through car park appears to be undersized. Property owner to resolve.
Carden Place	Fountainhall Road Eastwards	Flooding to several commercial properties	Screen has collapsed into the North Burn of Rubislaw and diverted water along private lane. Screen removed.
Inchgarth Road	At Morison's Bridge	Flooding to road and damage to boundary wall.	Heck blocked by tree stumps. Heck to be removed and boundary wall replaced.
Deeside Gardens	No 28	Flooding to property	Watercourse through property to be camera surveyed
Culter House Road	Bellenden Walk	Culvert under road blocked.	Flooding to Robertson Place and further down Culter House Road. Culvert cleared but camera survey to be carried out to check for damage. Upgrade gullies in Robertson Place.
Lochside Drive		Flooding to Properties	Investigation ongoing into effectiveness of recently completed flood prevention scheme
Craigton Road	No 3	Flooding to Property	Pipe Blocked with tree roots
West Cults Road	West Cults Farm	Flooding to property	River Dee burst its banks. Sandbagged the doors of all properties and supplied residents with additional sandbags.
Private Road off Balgowrie Road	Kettock's Mill	Flooding to property	Drainage does not work when River Don is high. Long history of flooding
Hillock's Way Bucksburn	No Details	Flooding to property	Fire Engine attended
Brimmondside Bucksburn	No Details	Flooding to Property	Residents collected sandbags

3.2 Road Drainage Flooding

Street Name	Location	Problem	Work Required
Forest Road	No 17	Carriageway flooding	Improve surface water drainage.
Union Row		Flooding to property	Replace gullies
Hilton Avenue		Ponding on footway	Excavate to identify problem
Angusfield Avenue	Lane next to No 6	Carriageway flooding	Clean and test gullies
Hopetoun Avenue	Outside No 36	Blocked drain	.Clean and jet gully
North Deeside Road			Install rodding eye – clean and jet.
Trinity Quay		Carriageway	Install new drop shaft

		ponding	
Blenheim Lane		Carriageway ponding	Clear out gullies
Mugiemoss Road	No 232	Flooding to carriageway	Gullies to be cleaned and jetted. Heck need to be cleaned. Access bridge and gabions to be repaired.
Manse Road	22 Cairn Gardens	Blocked gully – damage to garden wall	Gully to be cleaned. Additional gullies required.
Baird's Brae		Water discharging onto North Deeside Road	New gullies required.
Newhills Road	Overhills Farm	Water discharging from track onto road	Investigation required
Pitmedden Road	Tillbrig cottage Station House to The Lodge	Gullies blocked flooding properties Flooding to road	Gullies cleared – kerbs removed to provide emergency overflow to field New drainage system required.
Burnieboozle Crescent	No 55	Flooding to Property	Tree root blocking pipe
Middle Brae	No 12	Flooding to Garden	Investigation required
Jesmond Gardens	No 7	Flooding to garden	Resident to fix
North Deeside Road	302 and 371	Flooding to properties	Pipework to be upgraded.
Links Road	At entrance to hotel	Gully blocked	Camera survey required
Blenheim Lane		Properties flooded	Investigation required
Brodiach Road	Near Cairdhilllock	Gully outlets blocked	Investigation required
Countesswells Road	At Red Gables	Flooding to road and property	Culvert to be upgraded
North Deeside Road	No 422	Flooding to property	Investigation required
Lade Crescent	No 5	Properties flooded	Network Rail to assess
Kirk Brae	Sunnyside Stables	Flooding to road and properties	Investigation required
Linn Moor Road	Millburn Cottage	Flooding to properties	Resident constructing bund

3.3 Road Drainage Other

There have been many other minor incidents of flooding due to blocked gullies, ditches or culverts in the past two years that have been solved under Roads Maintenance.



4 IDENTIFICATION OF WATERCOURSES & CATCHMENTS

Since publication of the 6th biennial report there have been no additional watercourses identified within Aberdeen City. Information held on the GIS in November 2003 remains unaltered to date with the exception of some newly located hecks (trash screens).

Current records therefore estimate that there are 110km of watercourses of which 36% are open cut. The watercourses can be detailed as follows:

Watercourse Name	Area	Urban / Rural
Airyburn	Bridge of Don	Rural
Ashley Burn	Holburn	Urban
Auchincleach Burn	Clinterty	Rural
Auchinyell Burn	Garthdee / Cults	Urban
Banstickle Burn	Seaton	Urban
Blackdog Burn	Bridge of Don	Rural
Black Burn	Tyrebagger	Rural
Broadfold Burn	Bridge of Don	Urban
Bucks Burn	Kingswells / Bucksburn	Rural / Urban
Burn of Mundurno	Bridge of Don	Rural
Culter Burn	Culter	Rural / Urban
Cults Burn	Cults	Rural / Urban
Denburn	City Centre	Urban
Den of Murtle Burn	Milltimber	Rural
Don	North Aberdeen	Urban
Dee	South Aberdeen	Urban
Farburn	Dyce	Rural / Urban
Farburn 2	Dyce	Rural / Urban
Ferryhill Burn	Ferryhill	Urban
Gilcomston Burn	Rosemount	Urban
Glashieburn	Bridge of Don	Rural / Urban
Gough Burn	Bridge of Don	Rural
Green Burn	Bucksburn	Urban
Leggart Burn	Kincorth	Rural / Urban
Littlemill Burn	Clinterty	Rural
Newton Dee Burn	Bieldside	Rural / Urban
Outseats Burn	Garthdee	Urban
Powis Burn	Kittybrewster / Seaton	Urban
Rubislaw Burn	Rubislaw	Urban
Ruthrieston Burn	Ruthrieston / Mannofield	Urban
Scatter Burn	Northfield / Middlefield	Urban
Silverburn	Bridge of Don	Urban
Silverburn	Culter	Rural
Tullos Burn	Tullos	Rural / Urban
Wogle Burn	Clinterty	Rural
Ditch No 162	Bridge of Don	Urban

5 WATERCOURSE ASSESSMENTS

5.1 Watercourses

A programme has been produced for an initial general inspection of all open sections of watercourses within the city. It is expected that this will be completed by 31 March 2011. This will require a staff resource of 1 FTE for up to 8 weeks at a cost of approx £10,000 and will form the basis for future inspection regimes.

5.2 Hecks

As stated in the 6th Biennial report, all known hecks within the City continue to be inspected on a monthly basis, before high level rainfall as indicated by the meteorological office and after unduly severe weather/storm conditions. It is maintained that blocked hecks remain the highest risk of potential flood instances and they therefore require to be cleaned to prevent or mitigate flooding. The heck database continues to be updated with dates of cleansing in line with best practice. New hecks continue to be manufactured and placed changing design to allow maximum discharge even when some blockages occur.

During the 5th Biennial period all hecks were inspected and assessed for their compliance with the CIRIA 'Culvert Design Guide – Report 168'. This assessment highlighted 20 hecks that did not comply of which 4 have now been altered, these hecks have standing platforms and handrails allowing for safer clearing of obstructions.

Duties for the next two years are proposed to be:

- Repair / replacement of hecks as funding and resource allows
- Tracking of heck inspections – Currently being carried out but requires a more formal approach
- The update of known hecks to the GIS system – started (Nov 2009)

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Environment, Planning and Infrastructure Committee Meeting 12th January 2010

Background Report on Winter Maintenance Operations 18th December 2009 – 3rd January 2010

Background:

The start of Winter Maintenance operations were held back this year by two weeks in order to achieve part of the approved budget savings. Due to some early morning frosts drivers were called in to treat priority routes as and when required.

Winter Maintenance Co-ordinators commenced on	26/10/09
Nightshift driver commenced on	14/11/09
Early morning operations commenced on	23/11/09
Standby operations commenced on	23/11/09

These operations were for Priority 1 &2 gritting routes and Priority 1 footpaths as described in the approved Winter Maintenance Plan.

This rota consists of the following resources:

- 2 Winter Maintenance Co-ordinators
- 2 Night Shift Drivers
- 8 Early Morning Drivers
- 3 Plant Operators
- 3 Tractor Gritters drivers
- 2 Kubota Drivers
- 1 Supervisor

The Standby Rota Consists of:

- 10 Early Morning Drivers
- 3 Plant Operators
- 2 Kubota Drivers
- 1 Supervisor

Along with these early morning operations to the priority routes, salting is also carried out to the access roads and car parks at the two park and ride sites

At the commencement of the current period of prolonged winter weather operations on the 18th December 2009 there was **13042** tonnes of rock salt in stock.

Breakdown of Resources Deployed

Winter operations commenced on the **18th December** with an early morning run of the priority 1&2 routes and when snow started to fall around **14.00 hrs** frontline staff were called back to the respective depots to carry out a further salting of the priority routes.

Due to this being one of the busiest nights for the pubs and clubs in the city centre it was decided to keep the majority of staff working until midnight to ensure that revelers could still travel safely, by either bus or taxi, home. After that time the nightshift drivers carried on with the operation.

Early morning operations on **19th December** commenced at **4.45 am** treating priority routes and footpaths, after that additional resources were deployed to the city centre to ensure that the roads and footpaths were treated to allow the public to carry on with their Christmas shopping. This process was **repeated** on the **20th December**. During these two days there were continual snow showers with surface and air temperatures remaining below freezing for a large period of the day.

After the completion of the priority routes on **21st December** operations **continued** on into the areas, as per the Winter Maintenance Plan, which include both footpaths and roads.

Due to the almost continual snow on the **22nd December** these operations were hampered by the need to return to the priority routes in times of high snow fall therefore there was not a large amount of area operations on minor roads and footways. Kubotas continued to work on footpaths but with almost **200mm** of snow that day the areas cleared quickly filled back in.

Any minor road or footway treated, or where a surface melt had occurred, quickly froze in the low temperatures that occurred, especially as soon as the sun went down around 15.00 hrs. This was the pattern that continued through the rest of the week, snow falling on frozen surfaces and the salt that was spread on the footpaths not fully working due to the extremely low temperatures but also because of the footfall on the pavements.

In order for salt to melt the ice it has to change from a solid to a liquid and it is the brine solution that melts the ice and snow, to speed up this process it is helpful for the salt solution to be worked into the ice and snow. On the roads this is carried out by the wheels of the cars but on footpaths this is dependant on the footfall/pedestrian movements to carry out the same process. In areas of low footfall the salt does not go fully into solution so the salt forms a hole through the ice and once the solution is diluted with further snow it eventually freeze over leaving a more polished, more slippery surface.

Due to the above conditions it was decided to change from a pure salt mix on the pavements to a salt sand mix which would help to give greater grip on the icy surfaces. The weather did not help through the period with periods of melt during the day being quickly refrozen during the late afternoon resulting in the sand became encased in the ice.

For the period of **25th, 26th, 27th & 28th December**, the public holidays and weekend, the allocated resources should have been only the staff and drivers on the **Standby Rota** (17

members of staff) who carried out the salting operations to the priority routes. On the 25th 26th this was the level of resource available. The supervisor spent time on phone on the 26th December calling drivers and footpath operators to seek support where possible and so we were able to increase the numbers. Staff who should have been on holiday came into work increasing the workforce to around **30** for the **27th and 28th December**. Another series of phone calls raised the level of men to around **90** for the following two days (**29th and 30th December**). On the 29th December some other staff were diverted to preparations for the firework display on Hogmanay

For the period **31st December 2009** until the **3rd January 2010** the workforce reverted to those on the **Standby Rota** (17 members of staff) and operations returned to Priority routes.

During this whole period the operations were carried out in accordance with the Winter Maintenance Plan so the Priority routes were returned to as and when required and this helped to keep traffic flowing during this sever winter period.

During this period approx **6900 man hours** have been expended on the operation

Footpaths

After a public consultation exercise on Winter Operations in 2001 a decision was taken to increase Footpath clearing operations. A tender was issued for the lease of 6 No. Footpath Ploughs plus spreaders. This was duly awarded and the lease commenced in October 2001 for a period of 8 years. This lease ended in October 2009.

As part of budget savings in 2008-2009 a number of options were considered following benchmarking of winter maintenance operations. The approved option was to reduce footpath operations by reducing the size of the fleet by 6 No footpath plough. This was achieved by not extending or buying the leased Kubotas.

Another part of the saving was to stop standby operations for footpaths, and only commence footpath operations at 7.45am instead of 4.45am. This meant that the priority footpaths, as set out in the Winter Maintenance Operations Plan, were the only routes to be covered as part of the early morning operations. This change in operations was approved by the Policy Committee in 2008.

This reduction in Standby Staff meant that there was only 2 people on call for footpaths over the Christmas period but with the perseverance of the Supervisors and the willingness of some of the men to come in, even though they were on holiday, we were able to increase this resource and have had the majority of available Kubotas deployed. Squads of men were also carrying out hand spreading to some footpaths but with **over 1200km of footways** it was not feasible to have widespread coverage as anticipated by many members of the public. With a further **40% of remote paths** and areas within our Council housing estates requiring treatment the widespread expectation of "black" roads, footpaths and car parks would not be achievable in the circumstances even if all of the resources had been available.

The speed that a Kubota can deal with the footpaths are dependant on several criteria, depth of snow, whether there is ice on the footpaths and programming operations with the back up team in order that a continual supply of salt/salt sand can be provided to the spreader. Street furniture, poorly parked cars and wheelie bins also make this process slower.

With the current conditions and a full compliment of staff this would take between 8 - 10 days to complete, this is not allowing for return visits to the shopping areas etc during periods of further snow.

Salt

The season commenced with **13493 Tonnes** of rock salt in stock, a further 1000 tonne of 6mm salt for the Trunk Road was delivered during December.

Monitoring of our stocks during this period showed that we were using high levels of salt to combat the continual snow showers and the very low temperatures. To bring the stocks back to level contact was made with our suppliers, Cleveland Potash, over the Christmas period to start the process of obtaining a delivery of salt by boat. This arrived on the 4th January. With the salt shortages across Scotland the supply was shared between Aberdeenshire, BEAR Scotland and the City.

During the period between 18th December and 3rd January over 12,000 tonnes of salt were spread on the streets and footpaths of Aberdeen City.

Other Operations

During this period there were major difficulties in dealing with parked cars because a high percentage of people were at home during the day making operations longer. The increased level of pedestrian activity in the city centre in the run up to Christmas meant that we were restricted to early morning operations for treatment of footways. In order to support other services using our roads assistance was given to the Refuse Collection service in order that they could access some difficult areas of their routes. Assistance was also provided to the emergency services where required and access routes to Hospitals maintained.

Winter Maintenance Budgets

<u>Year</u>	<u>Budget</u>	<u>Spend</u>	<u>Emergencies</u>	<u>Spend</u>
2005-2006	£1641K	£2218K	£0	£328K
Contingencies	£1000K			
2006-2007	£1641K	£1615K	£300K	£245K
2007-2008	£1641K	£1741K	£300K	£327K
2008-2009	£1590K	£1878K	£0	£288K
2009-2010	£1499K		£0	

Web Link to Aberdeen City Council Winter Maintenance Plan

http://www.aberdeencity.gov.uk/Roads/roa/roa_winter_main.asp

In the ACC Website

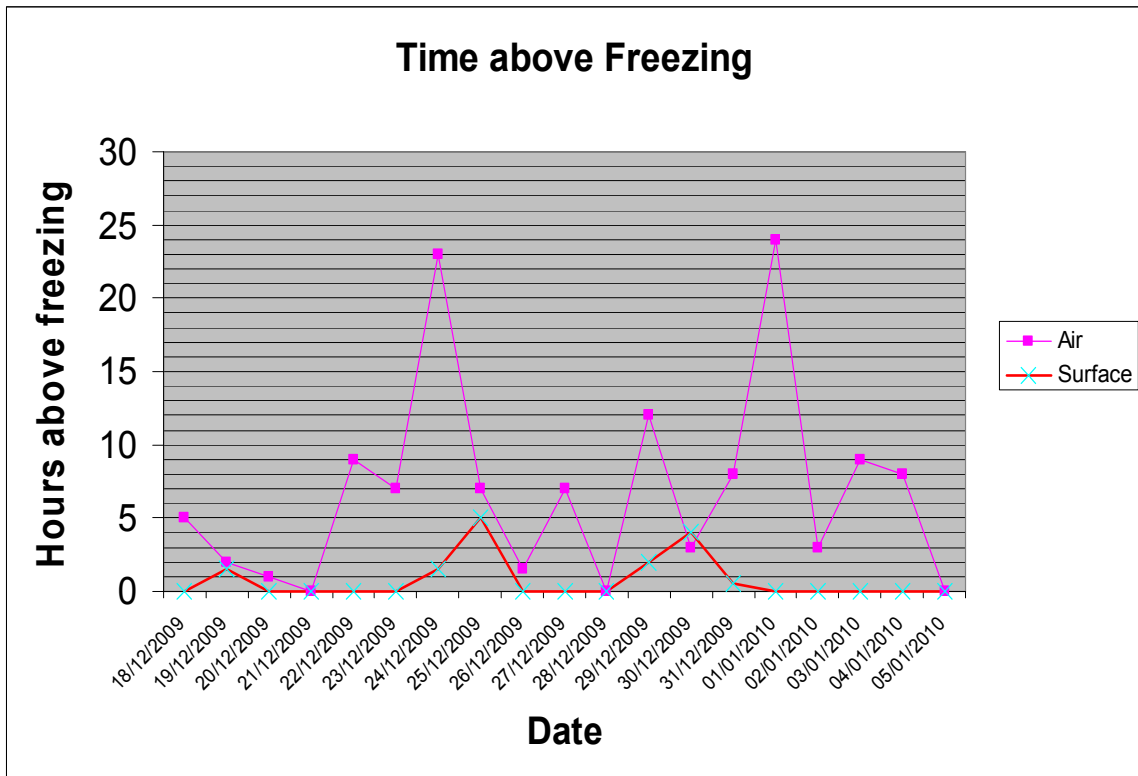
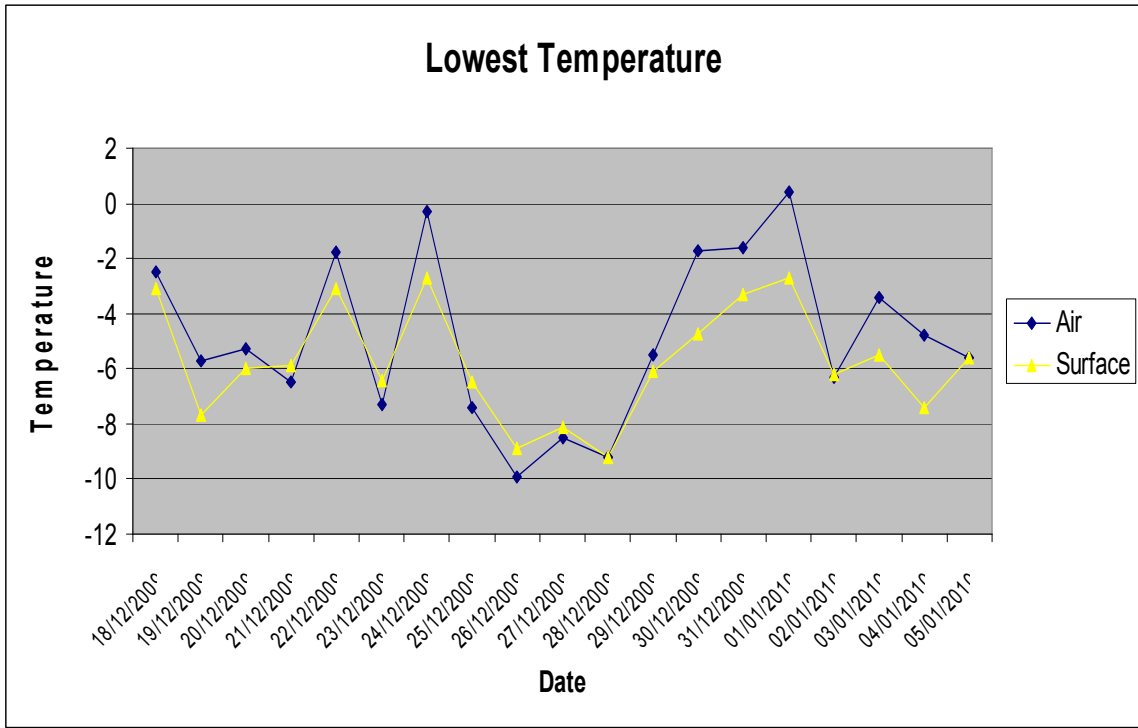
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Click on Roads

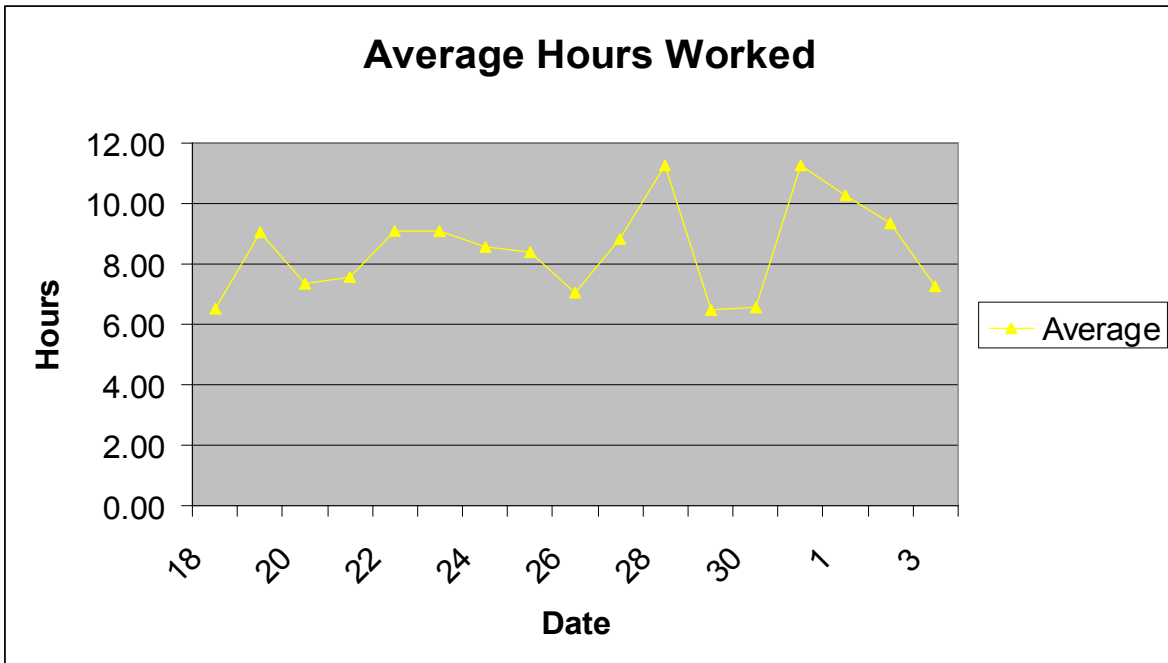
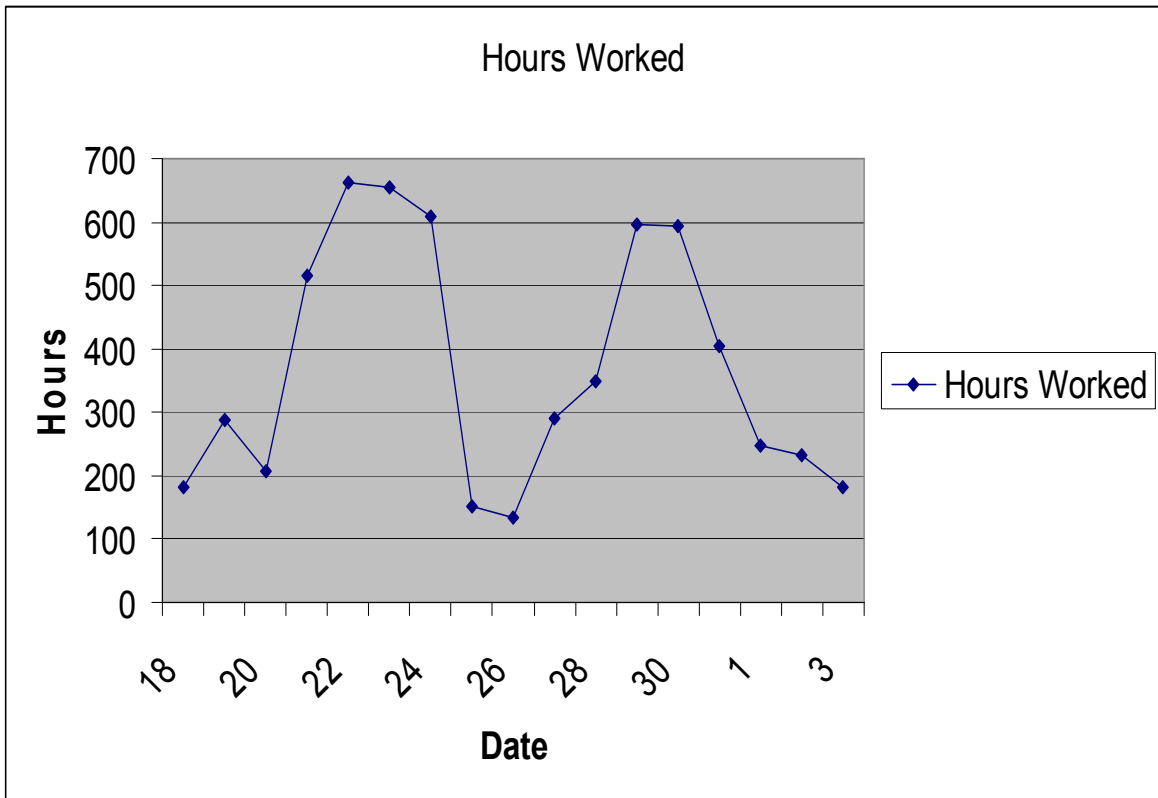
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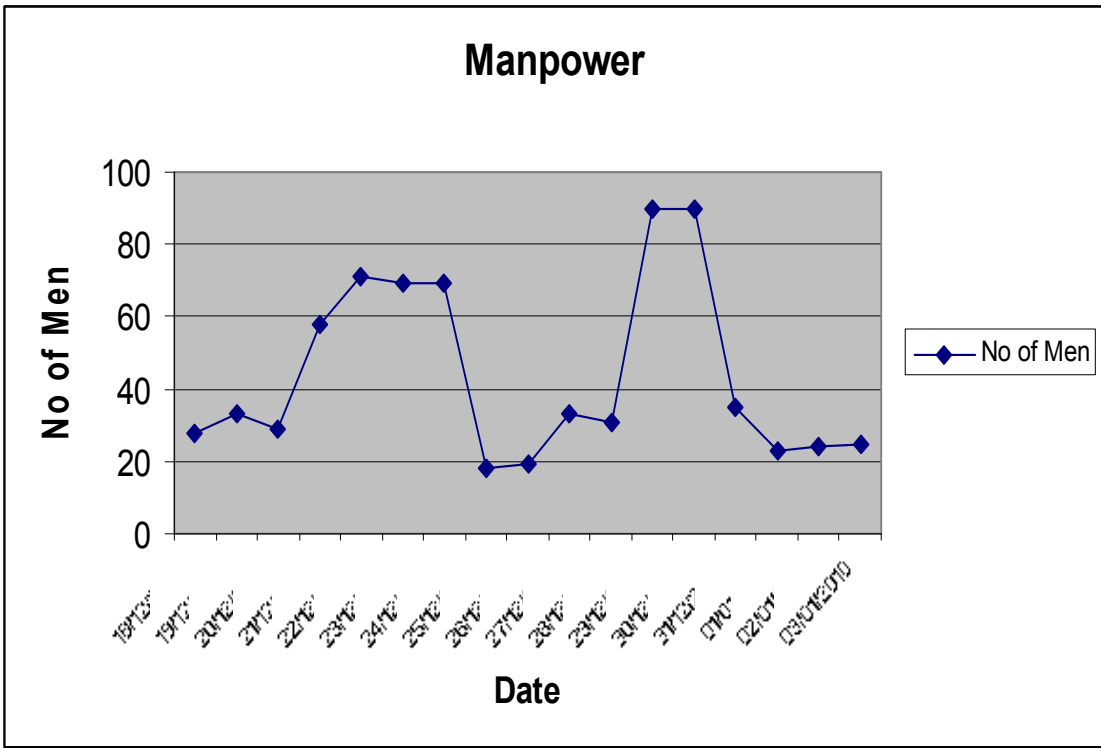
Winter Maintenance Plan is available as a download on the left of the page

Temperatures Recorded During The Period 18/12/09-03/01/10



Profile of Work over the period 18/12/09 to 03/01/10





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