

## ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE

ABERDEEN: 20 April, 2010. 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, Cormie, Crockett (from article 8 onwards), Greig, Jaffrey, Milne, Penny, Robertson and Kevin Stewart.

Also in attendance: Councillor Young for article 18.

### 1 AGENDA

The Committee heard from the Convener who advised that the Housing and Environment Committee at its meeting on 13 April 2010, had agreed to defer consideration of Item 10.1 entitled "Air Quality Action Plan and Air Quality Update" on today's agenda until its next meeting; as such recommendation (d) in the report " that the Housing and Environment Committee refer the report to the Enterprise, Planning and Infrastructure Committee for information due to the links between air quality, transport and planning", had not been agreed, and therefore the report was withdrawn from today's agenda.

The Convener also explained that Ms. Maggie McGinlay, Scottish Enterprise, who was to provide a presentation on the outcome of the City Square Public Consultation Exercise was not yet in attendance at the meeting, and that neither was Councillor Young who had anticipated that his motion would be heard following the presentation. In light of this, the Convener proposed that the order of the agenda be amended to enable items 2.1 (Scottish Enterprise – Outcome of the City Square Public Consultation Exercise Presentation) and 4.1 (Motion by councillor Young), to be considered at a point when the individuals concerned were present.

#### The Committee resolved:-

- (i) to note that item 10.1 on the agenda (Air Quality Action Plan and Air Quality Update) had been withdrawn; and
- (ii) to consider items 2.1 (Scottish Enterprise – Outcome of the City Square Public Consultation Exercise Presentation) and 4.1 (Motion by councillor Young) at a point on the agenda when the individuals concerned were in attendance.

### 2 ANNOUNCEMENT - VOLCANIC ASH

The Committee heard from the Convener who advised of the implications of the volcanic ash disruption on the helicopter flights required by the offshore industry.

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Members noted the Conveners remarks and asked that members be kept informed, by the BAA, of when flights would be taking off and landing.

### **3 MINUTE OF PREVIOUS MEETING**

The Committee had before it the minute of its previous meeting of 23 February, 2010.

**The Committee resolved:-**

to approve the minute as an accurate record.

### **4 COMMITTEE BUSINESS STATEMENT**

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

**The Committee resolved:-**

- (i) to delete items 2 (Old Aberdeen Traffic Management – College Bounds/University Road – Junction Options), 7 (Aberdeen City and Shire Film Office); 9 (Disabled Persons' Parking Places (Scotland) Act 2009); 21 (Performance, Monitoring and Target Setting 2009/2010); 26 (Old Lang Stracht – Request for 30mph Speed Limit); 27 (2009/2010 Revenue Budget Monitoring); and 28 (Applications for Funding from the International Twinning Budget 2009/2010), subject to the matter being dealt with later on the agenda;
- (ii) in relation to item 13 (Peacock Visual Arts Centre/Northern Lights), to note that the Director was in discussion with colleagues in Education, Culture and Sport on this matter, and that a report would be submitted to the Committee at its meeting on 31 May 2010;
- (iii) to delete item 10 (Midstocket and Rosemount Public Transport Review); and
- (iv) to note the updates contained within the statement.

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## **5 MOTIONS LIST**

The Committee had before it a statement of outstanding motions under the Committee's remit, which had been prepared by the Head of Legal and Democratic Services.

**The Committee resolved:-**

to note the updates contained within the list, and to thank officers for the work on these matters to date.

## **6 PERFORMANCE MONITORING AND TARGET SETTING - EPI/10/101**

The Committee had before it an update by the Director on the Enterprise, Planning and Infrastructure Service performance as at February, 2010.

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 indicators balance 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 29 February, 2010; and (4) a table providing additional information on the performance of road defect repairs.

In response to a question regarding the Non-Housing Capital Programme 2009/2010 spend to date, the Director explained that as a result of the adverse weather conditions experienced, capital expenditure undertaken over the winter period had been minimal; this had resulted in the 46.43% spend of budget to date.

**The Committee resolved:-**

- (i) to note that the service's performance figures for both compliance with health and safety matrix and average sickness absence would be contained within the performance report submitted to the Committee at its meeting on 31 May 2010;
- (ii) to note that a report on the implementation of the single accountancy scheme would be considered by a future meeting of the Finance and Resources Committee; and
- (iii) to otherwise note the performance to date.

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**7 2009/2010 REVENUE BUDGET MONITORING - EPI/10/114**

With reference to article 12 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 23 February 2010, the Committee had before it a joint report by the Director of Enterprise, Planning and Infrastructure and the City Chamberlain advising of the revenue budget performance for the current financial year to date as at 29 February, 2010. The paper confined itself to services relating to this 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 29 February, 2010, and explained variances. The current position reflected a projected overspend of £406,000, representing an improvement of £170,000 since the last update to Committee. The balance incorporated the expected additional cost of roads winter maintenance.

**The Committee resolved:-**

- (i) to instruct officers to report, in due course, on the actual out-turn compared to budget following completion of the 2009/2010 financial statement;
- (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 otherwise note the information on management actions and risks that was contained in the report.

**DECLARATIONS OF INTERESTS**

**During consideration of the following item the following members declared an interest in the matter by reason of their involvement with the North East of Scotland Transport Partnership (Nestrans):- the Convener and Councillor Boulton as Board members of Nestrans, and the Vice-Convener as a substitute Board member of Nestrans. None of the members involved considered it necessary to leave the meeting during the Committee's deliberation on the report before it.**

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**8 CAPITAL BUDGET PROGRESS REPORT - EPI/10/115**

With reference to article 13 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 23 February 2010, the Committee had before it a joint report by the Director of Enterprise, Planning and Infrastructure and the City Chamberlain which provided an update on the progress made on various projects in the Non Housing Capital Programme previously approved by the Council (now aligned to the Enterprise, Planning and Infrastructure Services).

Appendix A to the report outlined the Non-Housing Capital Programme Projects aligned to the services and provided, for each project, the budget for 2009/2010, spend to date at the end of February 2010, 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 February 2010, reflected payments made and processed, and therefore excluded any commitments that had been made which would be due to be paid by the end of the year. Such commitments would be reflected in the forecast position.

It was highlighted that, as a direct result of the adverse weather conditions experienced during December 2009, and January 2010, work on a number of projects had been delayed; as a result of this the timing of expenditure on a number of projects would have to be carried forward into 2010/2011. The out-turns for the current year had been updated to reflect the revised projection.

The Committee heard from the Convener who advised that, as a result of financial prudence by the service, the projected overall spend for the Marischal College project had been reduced. Therefore, in light of the change in the projected budget expenditure required for the project, and given the adverse weather conditions experienced as well as the current condition of the roads in the city, it was proposed that £2.5million from the Marischal College Project contingencies be transferred to the Roads Programme 2010/2011. Members expressed their support for the transfer of the monies.

**The Committee resolved:-**

- (i) to support the transfer of £2.5million from the Marischal College Project contingencies to the Roads Programme 2010/2011 budget, and to refer this proposal to the Finance and Resources Committee for approval;
- (ii) to request officers, following approval of the transfer of monies by the Finance and Resources Committee, to submit a report to the Enterprise, Planning and Infrastructure Committee at its meeting on

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- 31 May 2010, on a programme of works to utilise the additional £2.5 million;
- (iii) to request officers to write to the Scottish Government to request that they consider unringfencing the Cycling, Walking and Safer Streets (CWSS) budget received by local authorities and other transport bodies to enable them to spend the money across the roads programme as they deemed most appropriate;
  - (iv) to request officers to clarify and advise the Committee, by email, of the legality position vis-à-vis using the distinctive pinkish tar used for certain junction markings;
  - (v) to instruct officers to continue to review budget performance and report on service strategies as required to ensure a balanced budget; and
  - (vi) to otherwise note the content of the report in relation to the project outlined at appendix A.

**At this juncture the Convener advised the Committee that Ms. Maggie McGinlay, Scottish Enterprise would not be able to attend the meeting today and therefore item 2.1 (Scottish Enterprise – Outcome of the City Square Public Consultation Exercise Presentation) would be withdrawn from today's agenda.**

#### **DECLARATIONS OF INTEREST**

**The Convener and Councillors Allan and Clark declared an interest in the subject matter of the following article by virtue of being the Council's appointed representatives on the Aberdeen International Football Festival Board. None of the Councillors felt it necessary to withdraw from the meeting.**

**Councillor Milne declared an interest in the subject matter of the following article by virtue of being the Council's appointed representative on the Aberdeen International Youth Festival. Councillor Milne did not consider it necessary to withdraw from the meeting.**

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**9 APPLICATIONS FOR FUNDING FROM THE INTERNATIONAL TWINNING BUDGET 2010/2011 - EPI/10/033**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure outlining applications for financial assistance from the 2010/2011 International Twinning Budget and sought approval of the criteria for twinning applications and the monitoring of funded projects.

**The report recommended:-**

that the Committee:-

- (a) re-affirm the following criteria for twinning applications and monitoring of funded projects:-
  - (a) Given the limited size of the International Twinning Budget and the significant increase in applications at the start of the financial year 2010/2011, a tighter focus would be given to the promotion of international twinning opportunities within Aberdeen's Communities to foster the participation of new groups. The monitoring and evaluation of funded projects would also be reinforced by making feedback from participants and partners in the twin cities condition of award;
  - (b) In the context of the 2010 European Year for Combating Social Exclusion and the 2011 European Year of Volunteering, promotion of the twinning grant would be particularly targeted at third sector and voluntary organisations;
  - (c) Where relevant, incoming applications would be supported to seek match funding from external sources. The service would take a proactive approach to this; and
  - (d) The criteria for processing applications and the monitoring of funded projects would be stated more explicitly to potential applicants:-
    - Applications would be processed on a first come, first served basis;
    - Priority would be given to new applicants (or new participants within the groups which had previously received funding);
    - Funding recommendations would take into account the need to balance the funding attributed between inward and outward twinning projects;
    - For outward visits, applicants would be asked to adapt the numbers of participants to the nature of the project and activities involved; and
    - The requirement to report on return from twinning visits would be implemented systematically and compliance thereof would be a condition for eligibility for future applications;
- (b) approve a grant of £9,486 to the Aberdeen International Youth Festival (AIYF) including £3,934 towards the cost of an inward visit to participate in AIYF by six

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- members of the rock group Kaifa from Clermont-Ferrand, and £5,552 towards the cost of an inward visit to participate in AIYF by six members of the music group Bifolk from Gomel;
- (c) approve a contribution of £4,200 towards the cost of an outward visit to Regensburg by twelve members of the Board of YMCA Aberdeen to develop their partnership;
  - (d) approve a contribution of £3,000 towards the travel costs for the Scouts project to help teach English and deliver books and equipment to the school and orphanage in Gomel;
  - (e) approve a grant of £3,125 to bring the Mayor of Gomel, his spouse and an interpreter to Aberdeen to mark the 20<sup>th</sup> anniversary of the twin city partnership between Aberdeen and Gomel;
  - (f) approve a grant of £2,400 to enable a delegation of up to six people, including the Lord Provost and an officer from the International Team, to accept Regensburg invitation to mark the 55<sup>th</sup> anniversary of the twin city partnership in Regensburg;
  - (g) approve a grant of £1,830 towards the travel and accommodation costs for the Gordon Highlanders' Museum's curator and an officer from the International Team to visit Gomel to develop the joint exhibition project;
  - (h) approve a contribution of £190 to cover the full cost of local transport for the visit to Aberdeen by the Stavanger Scouts Group;
  - (i) approve a grant of £12,500 towards the cost of the Tri-City Youth Theatre Project for performances at AIYF 2010;
  - (j) decline the application from Aberdeen International Football Festival for £22,390 (as referred from the Committee at its meeting on 23 February, 2010) (article 16 of that minute refers); and
  - (k) decline the alternative award of £20,548 towards the cost of bringing a third twin city team (Gomel) to the 2010 Aberdeen International Football Festival.

**The Committee resolved:-**

to approve the recommendations.

**10 CITY EVENTS - 50+ PROGRAMME - EPI/10/084**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided a summary of the 50+ events programme provided from 1 April 2009, to 31 March 2010, and also presented the proposed programme for 2010/2011.



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The report explained that given the steady growth in the population of the 50+ age group in the city in recent years, as well as the predicted increase in life expectancy, it was vital that a wide variety of activities were available for this age group. The Directory of Activities was a compilation of opportunities available all over Aberdeen City including social, education, culture, sport and leisure activities and aimed to keep to individuals active. The guide provided a valuable resource to the 50+ age group; ensured they knew what they could do and when, and was essential in encouraging individuals to “to get out and about in Aberdeen”. The main highlights of the events calendar in the 2009/2010 were summarised (a complete list of events included in the 2010/2011 programme as well as a list of the partner organisations involved was appended to the report) and the proposed programme for 2010/2011 was presented for approval.

**The Committee resolved:-**

to note the 2009/2010 programme and approve the proposed programme of events for 2010/2011.

**11 CITY EVENTS - WINTER FESTIVAL 2009/2010 - 2010/11 - EPI/10/083**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided a summary of the Winter Festival programme of events which were delivered from 5 November 2009, to 25 January 2010, and presented the proposed programme for 2010/2011.

The report explained that in order to successfully deliver Aberdeen’s Winter Festival an intensive marketing campaign was required. Central to the campaign in 2009/2010 had been a website competition, produced in conjunction with city partners, with monthly prizes running over the length of the Festival. In addition to publicising the events, the website also enabled information and comments regarding the Festival to be gathered from visitors and participants (a selection of the comments received was appended to the report). Further marketing strategies utilised were detailed including the Aberdeen City and Shire Winter Festival Guide; which was a fundamental part of ensuring that citizens and visitors alike were fully aware of all of the events that were on offer. A list of some of the testimonials received regarding the effectiveness of the Aberdeen City and Shire Winter Festival Guide was appended to the report.

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**The Committee resolved:-**

to note the 2009/2010 Winter Festival Programme and to approve the proposed Programme for 2010/2011.

**12 CITY EVENTS 2009/2010 AND 2010/2011 - EPI/10/082**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided a summary of the events programme delivered from 1 April 2009, to 31 March 2010, and outlined the proposed programme of events for 2010/2011.

The report highlighted that a high profile, popular and quality events programme had been delivered during 2009/10; this had directly contributed to an increase in the numbers of people visiting the city centre during 2009/2010, and therefore had had a significant economic impact.

In addition to the co-ordination and delivery of the events programme, the City Events Team was also involved in the provision of event support to a number of external organisations, agencies and individuals who wished to organise events in the city. A summary of the work undertaken by the team in the following areas was provided:-

- Delivery of Aberdeen City Council's Festivals and Events Programme (a list of the Council's Festival and Events Programme for 2009/2010 was attached as appendix 1 to the report);
- Supporting the delivery of Partner Agency and Organisation Events (a list of events arranged for partner organisations in 2009/2010 was attached as appendix 2 to the report);
- Managing the hire of Parks and Open Spaces
- Managing parades and processions (a list of parades and processions for 2009/2010 was attached as appendix 3 to the report);
- Supporting the delivery of Community Galas
- 2010/2011 Event Programme ( a list of events for 2010/2011 was attached as appendix 3 to the report)

**The Committee resolved:-**

to note the 2009/2010 Events Programme and approve the Programme of events for 2010/2011.

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**13 LINKS WITH NAGASAKI - EPI/10/076**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which recommended an appropriate response to the request from Nagasaki to consider "Forming a Citizens" Friendship City Link-Up – A way of forming free and relaxed relationships between cities, with citizens and citizens' groups as the main actors and without the formality of a sister city link-up".

By way of background details for the rationale for the request were provided. In terms of the council's twinning policy, members were reminded that it was current policy that the Council could not form any new twin city relationships unless increased resources were made available. However, whilst a formal twinning could not take place, there were nevertheless many other, informal and formal ways to link with other international cities and regions.

With regard the current links between Aberdeen and Nagasaki, it was advised that at present the main basis for the existing links was the historic connection involving Thomas Blake Glover. However, there were opportunities for a number of actions, listed below, that could be undertaken to support the development of the relationship between the two cities; these would require consultation with the relevant bodies. The opportunities included:-

- (1) Possible extension of Glover scholarship;
- (2) Promoting Nagasaki and Japan on GLOW;
- (3) A season of Japanese films at the Belmont;
- (4) Festivals and events;
- (5) Promoting the Japan Exchange and Teaching Programme to young Aberdonians
- (6) Asking the universities to consider opportunities for strengthened links with Nagasaki;
- (7) Providing opportunities to hold reciprocal arts and cultural events in both cities, perhaps including showcasing works of arts and art forms in respect of art galleries, museums and cultural events.

The ability to deliver activities that would enhance the relationship between Aberdeen and Nagasaki would depend to a considerable extent on the availability of staffing and budget resources in the relevant organisations.

In terms of budget implications, it was advised that there was no budget directly available to support the link, however individual projects could apply for certain grants for which they were eligible. A limited amount of staff time could be made available from the international team to support external organisations and community groups in developing their links and activities. There were also a few organisations that provided

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grants towards projects between the UK and Japan and officers from the international team would undertake to support interested parties in developing appropriate projects and funding bids. With regard moving forward, it was advised that if the link was approved the next step would be for an officer in the international team to approach the organisations detailed in the report, including the City of Nagasaki itself, to get their views on the practical aspects of developing closer links between Aberdeen and Nagasaki, with the aim of agreeing a realistic and achievable action plan.

Finally, turning to the issue of responding to similar requests in future, it was advised that a full review of the Council's existing international partnerships was to be carried out within the next six months; this would include a review of criteria and scoring to be applied to future requests for international partnerships. Details of the current criteria was provided.

**The Committee resolved:-**

- (i) to form a Citizens' Friendship City link-up with Nagasaki;
- (ii) to instruct the International Strategist to work with interested parties to create an action plan to put the link into practice;
- (iii) to continue using the criteria listed in the report to consider such requests in future, pending a review of international partnerships in 2010; and
- (iv) to request officers to bear in mind the link between Mr. Urquhart, author of "The Forgotten Highlander" and Nagasaki, when promoting the cities links with Nagasaki.

**14 NORTH SEA COMMISSION, CONFERENCE OF PERIPHERAL MARITIME REGIONS OF EUROPE (CPMR) AND EUROPEAN FUNDING UPDATE - EPI/10/039**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an update on the Council's membership of the North Sea Commission (NSC), Conference of Peripheral Maritime Regions of Europe (CPMR) and sought approval for Elected Member and officer travel to the General Assembly of the NSC in Stavanger from 16 June to 18 June 2010, as well Project Development meetings for the development of new transnational projects.

Firstly, it was advised that in order for the Council to take full advantage of its role in influencing European Policy, and drawing down EU funds, it was important that the

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Council continue to attend and input at CPMR, NSC, the various thematic groups and project development meetings. Such activity would also contribute in the Council being able to draw down external monies to develop and deliver projects for the Council. To date the following meetings had been scheduled:- NSC Executive Meeting in April and October/November; and CPMR Political Bureau on 11 June. Participation in projects would require travel to project development meetings, which were hosted, usually, in the lead project partner member state or a mutually agreed location across Europe. Where possible, the Council would host partner meetings in order to keep costs to a minimum. The number of meetings per project would vary.

The report advised that the Council had been invited to participate in the following projects:- Age Sustainable Communities; Torry Community Wetlands Project; Greenspace Infrastructure; Creative Spaces; Lively Cities; European crossed exchanges intra Europe and Mundi; Renewable Public Transport Enterprise and The Torry Point Battery. In 2009/2010 the Council had a success rate of over 90% in the submission of applications for the development of projects from different EU funding programmes. As such the Council was successful in drawing down £2,285,702 in 2009/2010.

Turning to financial implications, it was advised that the programme had been developed in line with a broadly similar level of funding as in 2009/2010. Costs for elected members attending various meetings of the NSC (approximately £2,000) would be met from the elected members travel budget, whilst costs for the officer accompanying elected members (again approximately £2,000) and officers attending NSC and project development meetings would be met from the relevant service's budget. If successful, 50% of these costs would be recovered from the projects. Finally, match funding to partner EU funded projects would be met from existing budgets, from the relevant services. Any new projects would be forwarded to the Committee for consideration, subject to budgets being available.

**The Committee resolved:-**

- (i) to approve travel and attendance by an elected member and up to two officers to the NSC General Assembly in Stavanger, Norway in June 2010;
- (ii) to approve officer travel and attendance to relevant NSC meetings (NSC Executive meetings in April and October / November) and CPMR meetings (Political Bureau 11 June – TROMS, Energy Group in October) and officer travel to European Project development meetings within Europe Member States in 2010/2011, and to note that locations and timings of project development meetings would vary in the year, as and when, the lead partners called for the meetings;

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- (iii) to approve the Council's participation in the following European projects and officer travel to project meetings:-
- Age Sustainable Communities (Interreg IVB North West Europe)
  - Torry Community Wetlands Project (Life+)
  - Greenspace Infrastructure (GIN) (Interreg IVB North Sea Region)
  - Creative Spaces (Interreg IVB North West Europe)
  - Lively Cities (Interreg IVB North West Europe)
  - European crossed exchanges intra Europe and Mundi (Intelligent Energy)
  - Renewable Public Transport Enterprise (REPUTE)
  - The Torry Point Battery
- (iv) to note the success of the Council drawing down £2,285,702 in 2009/10 of external monies to be utilised in EU projects over a period of three years; and
- (x) to commend officers for their work in achieving external monies.

**15 SURF (SUSTAINABLE URBAN FRINGES) PROJECT UPDATE - EPI/10/095**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an update on progress on the Sustainable Urban Fringes (SURF) project and sought representation at the SURF 2010 conference.

By way of background the report reminded members that the Council was the lead beneficiary in a three year (2009 – 2012) European Union Interreg IVB SURF project, which aimed to develop new approaches for the urban fringes that strengthened the link between the services provided by these areas and city region competitiveness. The project would analyse and test innovative applications of new policy and governance tools and would identify good practice for dissemination to other regions. By taking the lead partner role in the project the Council would have control on what happened in the project, and how it would like to see policies and tools developed.

There were four main work packages (WP) to the project, namely:- (WP1) Project Management - Aberdeen City Council; (WP2) Publicity and Communications - Aberdeen City Council; (WP3) Review and Analysis – School of the Built Environment Leeds Metropolitan University; and (WP4) Testing and Implementation – City of Enschede. The Council was leading work packages 1 and 2 and had responsibility for managing the other work package leaders. Significant progress had been made since the 'kick off conference' hosted in Aberdeen in December 2009, and a summary of the significant milestones that had been achieved to date were outlined.

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Turning to the SURF Annual Conference, it was advised that it would take place from 27 to 28 May 2010, in Enschede, Netherlands. Due to the position of the Council leading the SURF project, it was recommended that a number of attendees from the Council should attend the conference. The Programme was being designed (the draft programme was attached as appendix 1 to the report) to be suitable for the wide range of all partners and a learning experience for politicians, and it was planned that on day 2 of the conference to hold a ceremonial signing of the partner's commitment to the project. There was a commitment from partners from the Netherlands that politicians would be in attendance, therefore it was requested that the Convener of the Committee, or her delegate also attend the conference to demonstrate the Council's commitment and support for leading the project and managing the delivery of its objectives.

**The Committee resolved:-**

- (i) to note the progress to date of the SURF project, with specific acknowledgement of the signing of the partnership agreements between the Council as Lead Beneficiary and the project partners; and
- (ii) the attendance of the Convener of the Enterprise, Planning and Infrastructure Committee, or her delegate, at the SURF Annual Conference in Enschede, Netherlands on 27-28 May 2010.

**16 ABERDEEN CITY & SHIRE FILM OFFICE - EPI/10/089**

With reference to article 4 of the minute of the Enterprise, Planning and Infrastructure Committee of 1 September, 2009, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which requested approval for the withdrawal of financial support to the Aberdeen City & Shire Film Office.

By way of background the report reminded members that as a result of the distinct downturn in the number of film shoots across the whole area in 2008/2009, the Committee had previously agreed to reduce the annual funding to the Film Office from £20,000 per annum to £10,000, and that the funding agreement be reviewed on an ongoing annual basis against outcomes and economic impact.

Since September 2009, there had only been four filming activities notified within the city, with a notified economic impact of £10,155. This was a further decrease from the economic impact of £34,000 reported in September 2009. The declining amount of film activity in Scotland as a whole appeared to be reflected in the new Creative Scotland

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structures where Scottish Screen locations had effectively disappeared. Following a joint evaluation of the project by Aberdeen City and Shire Council officers, it was recommended that the Film Office services be withdrawn. It was highlighted that if the funding was withdrawn, the website, which had been a useful tool to promote the region, would remain active and monitored for usage on a regular basis.

**The Committee resolved:-**

- (i) to withdraw financial support for the Aberdeen City and Shire Film Office for the financial period of 2010; and
- (ii) to review any future requests for funding of a similar initiative based on sound economic impact assessment.

**17 SUPPLIER DEVELOPMENT PROGRAMME - EPI/10/088**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which highlighted the benefits of participating within the national "Supplier Development Programme" (SDP) and the potential benefits to the local business and third sector communities.

By way of introduction the report explained that given the current economic uncertainty one critical feature of the immediate future would be the importance of the public sector procurement spend for our business and third sectors communities. Undoubtedly the public sector spend would be a major driver to revive much of the City's small and medium sized businesses. As such the SDP which already worked with 15 local authority economic development units across Scotland, would help them support local business and social enterprise access public sector procurement opportunities by delivering a tender ready support programme. The programme sought to improve the competitiveness of the City's SME base in the area of public sector procurement. It was proposed that the service be extended to Aberdeen. A detailed overview of the programme and its main activities was provided.

With regard the demand for such service, it was advised that the Council had hosted two "Meet the Buyer" events in November 2009, to give a brief insight into public procurement and the opportunities it might bring to local businesses. The high level of attendance at the events highlighted the interest in and need to understand public procurement processes, which was further reinforced via the event evaluation. Rather than try to duplicate the service, it was advised that it made economic and operational



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sense for the Council to buy into the SDP service in order to give local companies free access to their services and on-going support.

**The Committee resolved:-**

- (i) to fund the Supplier Development Programme to the amount of £7,000 for the year 2010/2011 and to review this funding agreement against outcomes and economic impact for the year 2010/2011; and
- (ii) that the residual funding from the Commercial Training Budget for 2009/2010 be utilised to provide the service for 2010/2011.

**18 MOTION BY COUNCILLOR YOUNG - REQUIREMENT FOR A SUITABLE CROSSING OR OTHER MEANS OF ASSISTANCE FOR THE RESIDENTS OF CLASHIEKNOWE EXTRA CARE HOUSING**

The Committee had before it the following motion by Councillor Young, for consideration:-

“That this Council fully explores the perceived need by the residents of Clashieknowe Extra Care Housing for a suitable crossing or other means of assistance to allow them to cross the road safely to and from the bus stop which was situated opposite their housing complex.”

Councillor Young was in attendance and spoke to his motion, explaining the rationale behind his request.

**The Committee resolved:-**

to request officers to submit a report exploring the terms of the motion to the Enterprise, Planning and Infrastructure Committee at its meeting on 31 May 2010.

**19 CORPORATE GOVERNANCE - MINUTE OF AGREEMENT AND PERFORMANCE INDICATORS - REFERRAL FROM THE STRATEGIC DEVELOPMENT PLANNING AUTHORITY**

The Committee had under consideration, by way of a remit from the Strategic Development Planning Authority (article 6 of the minute of the meeting of 26 March 2010 refers), a request to consider the proposed amendments to the Minute of

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Agreement between Aberdeen City Council and Aberdeenshire Council which governed the operation of the City and Shire Strategic Development Planning Authority (SDPA).

The Committee had before it a copy of the report by the Strategic Development Manager which explained that there were a total of six amendments proposed to the minute of agreement as follows (further details were set out in Appendix 1 to the report), and sought approval for the following proposed amendments:-

- Aims and Objectives – the Minute of Agreement includes 16 specified aims and objectives for the SDPA. Due to the establishment of the SDPA during the preparation of the Structure Plan, Aim 3 was to complete the Structure Plan which was being prepared pending the preparation of the Strategic Development Plan. The preparation of the Structure Plan is now complete and this Aim can therefore be deleted.
- ACSEF – the Regional Economic Development Partnership changed its name in 2008. It is proposed to update references to its new name, “Aberdeen City and Shire Economic Future”.
- Preparation of Accounts – the original Minute of Agreement had been prepared on the basis that the SPDA’s accounts would not be audited independently of the two Councils. However, in early 2009 the SDPA received notification that Audit Scotland had decided to treat all four SDPAs as independent public bodies for audit purposes. Rather than the timetable set out in the Minute of Agreement, draft accounts now need to be prepared, agreed by the SDPA and submitted to Audit Scotland by the end of June each year.
- Freedom of Information – the Minute of Agreement currently requires the SDPA to publish a “Publication Scheme” under the Freedom of Information (Scotland) Act 2002. However, discussions have taken place with the Scottish Information Commissioner and have concluded that such a requirement is unnecessary. It is therefore proposed to remove this obligation from the Minute of Agreement.
- Financial Regulations – the Minute of Agreement specified the use of Aberdeenshire Council’s financial regulations by the SDPA. However, the audit position of the SDPA and the opinion of Audit Scotland as expressed in its “Report to Members 2008/09” means that the SDPA’s own regulations are required. The SDPA agreed its own set of financial regulations at its meeting of June, 2009 and this now needs to be reflected in the Minute of Agreement.
- Data Protection – matters relating to data protection were not covered in the original Agreement but it is important that the position of the SDPA is clarified. Given the joint nature of the SDPA, it is necessary that Aberdeen City Council and Aberdeenshire Council both act as Data Controller and Data Processor for the purposes of the legislation.

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**The Committee resolved:-**

the proposed seven changes to the SDPA Minute of Agreement, (as detailed above).

**20 LOCAL DESIGNATED SITES REVIEW PROJECT - EPI/10/087**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which presented a proposal for the non-statutory Local Designated Sites Review Project and sought its approval, and requested approval for the Council to become a UK partner in the “International Year of Biodiversity: 2010” campaign.

Firstly, regarding the non-statutory Local Designated Sites review project, it was advised that the proposal to review such sites was one of the tasks from the Nature Conservation Strategy Implementation Plan. The project would assist the Council in establishing the current ecological condition of its non-statutory local designated sites and would re-affirm their designation and boundaries. The outcomes of the project included informing future land-use planning policies, plus assisting planning officers in justifying the continued protection of such sites from development through the Local Development Plan. The outcomes of the project would also provide baseline data for further tasks noted within the Strategy’s Implementation Plan. The proposal for the non-statutory Local Designated Sites review project was attached at appendix A.

Separately, the report advised that the Council had been requested by the Scottish Government to consider signing up as a partner in the ‘International Year of Biodiversity: 2010 campaign’. It was highlighted that the Council through its Nature Conservation Strategy already referred to the International Year of Biodiversity: 2010, and considered all the main points to be addressed. A commitment to the campaign would complement and further strengthen the work already planned for the City of Aberdeen as part of the work associated with the Council’s Nature Conservation Strategy 2010-2015. The covering letter from the Scottish Government as well as the key messages document was appended to the report.

**The Committee resolved:-**

- (i) to support the aim of and note the outcomes of the Local Designated Sites review project proposal;
- (ii) to note the project costs, as outlined within section 13.0 of the project proposal;
- (iii) that the Local Designated Sites review project take place; and

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- (iv) that the Council be a UK partner in the International Year of Biodiversity: 2010 campaign.

## **21 OPEN SPACE AUDIT - EPI/10/042**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which presented the results of an Open Space audit carried out for the city during 2009 and 2010 and proposed that these results be used to inform the development of an Open Space Strategy; and presented revised Open Space Standards for residential development on greenfield sites for approval for consultation with stakeholders.

By way of background the report advised that the Planning Advice Note (PAN 65, Scottish Planning Policy and the Aberdeen Local Plan 2008 required that an audit of open or green space was undertaken. A comprehensive audit should be used to take a strategic approach to the management, enhancement and development of open space. The data gathered would inform the development of an Open Space Strategy and the Local Development Plan. As such, in May 2009 a working group was established, made up of key internal and external interest, to take forward a comprehensive audit. The audit had now been completed and a summary of the findings and recommendations was presented (the complete draft Open Space Audit Report 2010 was appended to the report..

As a result of the Open Space Audit, it was recommended that:-

- (a) An open space strategy and detailed action plan be prepared.
- (b) The Open Space Audit database be updated annually and a full review carried out five years from now to coincide with the review of the Local Development Plan;
- (c) Stakeholders be involved in the development of the open space strategy and action plan, through workshops or other forums as appropriate; and
- (d) New standards for the provision of open space in future developments, including appropriate requirements for developer contributions where on-site provision was not possible, were developed.

Thereafter the report presented revised standards for the development of open space in new residential development on Greenfield sites, as detailed at Appendix B to the report. It was advised that where it was not possible to meet the standards for the provision of new open space within a development site, a contribution from the

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developer towards the provision of new open space in the vicinity of the site, or the enhancement of the existing open spaces would be necessary. Developer contributions in relation to the provision of open space would be expanded upon in Supplementary Guidance. Similarly, provision of open space in brownfield developments was more likely to necessitate contributions towards the enhancement of the open space. It was proposed that consultation on the revised open space standards takes place over the forthcoming months with key internal and external stakeholders, before being integrated within the Local Development Plan through Supplementary Guidance.

**The Committee resolved:-**

- (i) to support the recommendations arising from the audit, as detailed above, and to otherwise note the results of the Open Space Audit ; and
- (ii) the new proposed draft Open Space Development standards for consultation.

**22 COVE MASTERPLAN AND CHARRETTE REPORT - EPI/10/096**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined the Masterplan and Charrette Report prepared as a guide for the future development at Cove.

By way of background the report explained that Scotia Homes and Stewart Milne Homes had commissioned the Prince's Foundation for the Built Environment, and an American urban design consultancy Urban Design Associates, to conduct a participatory planning process with the Cove Community Council and the Council. This process set out to find the most appropriate form of development for the identified Opportunity Sites, and to develop design concepts. Subsequently both parties had met with the Council to present and discuss the development of the masterplan and receive feedback. The Cove Masterplan and Charrette Report was the product of this process.

Details of policy considerations required were outlined, and it was advised that a planning policy review had been prepared to inform and complement the Cove Masterplan and Charrette report. The review detailed the relevant National, Regional and local policies to be considered.

An overview of public consultation, which had consisted of two key events, was presented as was a summary of the outcome of the events which advised that three

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key themes emerged from the consultation and had been incorporated into the final document, namely:-

- (1) **Open Space** – protect, enhance and interconnect proposed and existing open space.
- (2) **Street Network / Traffic** – improve vehicular circulation in, to and from Cove.
- (3) **Centres** – create walkable neighbourhoods emphasising links to the key proposed and existing centres in Cove.

The report explained that the Masterplan and Charrette Report detailed a number of key design principles that must be adhered to in future planning application, namely:-

- provide a variety and choice of housing – semi-detached, detached terrace housing, and flats;
- create walkable and interconnected neighbourhoods;
- provide clearly defined open space, including parks of various clearly defined types and sizes;
- concentrate development around a high street with a mix of commercial uses in a traditional Scottish form;
- provide an additional connection to Wellington Road;
- ensured minimum density of 30 units per hectare across the site, with higher density towards the neighbourhood centre, in accordance with the Structure Plan;
- create more efficient use of land;
- reserve land for a train halt at OP8 (Stationfields);
- clearly define architectural styles as determined by the Cove Masterplan and Charrette Report.

The report highlighted that the document highlighted options for the way in which Loirston Green could be used to connect the OP9 site to the existing Cove centre. It was emphasised however, that following public response to this issue this connection would be a pedestrian footpath only. An option was illustrated highlighting improvements to the existing Cove civic centre. Although the developer has no control over the existing civic centre area, the proposals remain as an aspiration to improve the quality and organisation of what was currently a disparate group of buildings with poor public realm.

Finally, the report advised of information which was not covered by the Masterplan and Charrette Report, but which would be required to support future detailed design and planning application processes was outlined.

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**The Committee resolved:-**

to approve the Cove Masterplan and Charrette report as Supplementary Planning Guidance for the sites identified as Opportunity Site (OP8) and OP9 in the Aberdeen Local Plan 2008.

**23 ALBYN TERRACE - CANAL ROAD - DEE STREET - DON TERRACE - ESSLEMONT AVENUE - HARRIET STREET - HOLLAND PLACE - POWIS CIRCLE - RUBISLAW TERRACE - WESTBURN ROAD - LANE TO THE WEST OF LOANHEAD TERRACE - LOANHEAD TERRACE (RUTHERFORD CHURCH) - WHITEMYRES AVENUE - UNION SQUARE (GUILD STREET) - UNION SQUARE (PALMERSTON ROAD)**

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.

**The Committee resolved:-**

to request 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, and also, in the case of the proposals for Union Square (Guild Street) where a prohibition of waiting at any time would include a drop-off point for the exclusive use of blue badge holders, to request that every effort be made to ensure that this plan be advanced as quickly as possible.

**24 JUSTICE MILL LANE - TRAFFIC MANAGEMENT**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure dealing with new traffic management plans for Justice Mill Lane, where the environment and nature of the street had altered substantially in recent years following the significant redevelopment of many properties at the location. In particular, there were now vehicular and pedestrian conflicts that needed to be addressed, particularly during the evening and at weekends. Under the new proposals, the road would be one way (permitted direction of travel to be westwards) along with waiting restrictions, loading bays, speed tables and zebra crossings.

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In the course of discussions, the Committee heard from Councillor Cormie who asked if zebra crossings were worthwhile in this situation and whether signal-controlled crossings might be preferable. One of the local members, Councillor Donnelly, demurred, expressing his strong support for the plans as they stood. Mr. Andrew Smith (Principal Engineer, Enterprise, Planning and Infrastructure) was invited to comment on the merits of zebra crossings in a situation like this, and emphasised that the overall purpose of the scheme was to try to change the tone of the street by managing how traffic and pedestrians moved on it, and that, all in all, the intention was to try to calm everything down. Experience dictated that these environmental schemes generally enjoyed considerable success, and that Justice Mill Lane was not really a suitable location for a signal-controlled crossing, especially given the fairly heavy pedestrian movements during evenings and weekends.

**The Committee resolved:-**

to request officials to carry out preliminary statutory consultation on a traffic order to provide for the proposals outlined in the report, to move straight to substantive statutory advertisement if there were no significant preliminary responses, and thereafter to report back on detailed design, cost estimates and substantive statutory objections.

**25 OLD PITMEDDEN ROAD - PROHIBITION OF DRIVING OR PROHIBITION OF LEFT TURNS**

With reference to the minute of meeting of the Committee of 12<sup>th</sup> January 2010 (article 17 refers) the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure on the question of traffic management at Old Pitmedden Road, which had been deferred on 12<sup>th</sup> January to allow officials to report back on Councillor Clark's suggestion that the proposed closure at this location might be a prohibition of left turns instead.

The circulated report contained a detailed analysis of the two options at stake but held to the original recommendation that a prohibition of driving would be preferable. A prohibition of left turns would inconvenience vehicles visiting the caravan park at the location, and the problem of dangerous overtaking on the blind bend by the railway bridge would not be resolved. Also, a prohibition of left turns would be effective only to the extent of adequate enforcement, and it had to be acknowledged that Grampian Police did not have the resources to sustain the necessary level of enforcement on a day-to-day basis.



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A prohibition of driving would cure the issue of overtaking near the bridge and, all in all, the roads officials felt, although some residents might be inconvenienced by a closure, residents at the farm to the west of the restriction would have close access to Dyce Drive while owners and tenants of caravans at the caravan park would have close access to Pitmedden Road.

The Committee heard from Mr David Wemyss - Senior Committee Services Officer (Roads Legislation) - on the suggestion that the prohibition of left turns be introduced as a six month experiment or trial. Mr Wemyss explained that the Road Traffic Regulation Act 1984 did provide for the possibility of experimental orders, but pointed out that they attracted as much procedural complexity as a full-scale permanent order. Not only that, if the experiment were deemed to have been a success, the measures would still have to be made the subject of a permanent order, so the procedural complexity would be repeated.

Admittedly, if the experiment were to be deemed unsuccessful, a second procedural phase would be necessary in any case if a prohibition of driving were then to be advertised, but, if there was reasonable optimism about the outcome of a six-month trial vis-à-vis the prohibition of left turns, it would be as well to simply advertise and (if appropriate after the statutory objection period) implement a permanent order with a strict public undertaking that the legislation would be reviewed after six months, thereby retaining at least the reasonable possibility that no second procedural phase would be necessary.

**The Committee resolved:-**

to welcome the advice from Mr Wemyss and, on that basis, to begin the procedures for a traffic order to provide for a prohibition of left turns at the location, on the basis of a clear undertaking that, if implemented, this order be reviewed after six months.

**26 COLLEGE BOUNDS - TRAFFIC MANAGEMENT**

With reference to the minute of meeting of the former Area Central Committee on 27 May 2009 (article 8 of the minute refers) there had been circulated a report by the Director of Enterprise, Planning and Infrastructure providing the results from informal consultation regarding access difficulties at High Street / College Bounds in Old Aberdeen.

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Members were familiar with long-standing difficulties at the College Bounds / University Road junction where a prohibition of driving except for buses was enforced by traffic lights (in respect of which only buses could trigger a green light). Over the years, this mechanism had not deterred contraventions of the traffic order, whereas a complete vehicular ban using static bollards would necessitate a re-routing of the No. 20 bus service and also alternative access arrangements for tourist buses and delivery vehicles entering High Street. The present report recommended the installation of a bus lane camera following decriminalisation of bus lane enforcement, meaning that the regulatory framework at the location would have to be amended to create "access by bus lane only". On that basis, an associated bus lane camera would deter contraventions of the new regulatory arrangement.

**The Committee resolved:-**

to approve the establishment of a small section of bus lane and an associated bus lane camera at this location (following decriminalisation of bus lane enforcement) and, subject to available funding, to request officials to carry out the necessary procedures to amend the current traffic order.

**27 LANG STRACHT - PROPOSED 30MPH SPEED LIMIT**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure outlining the preliminary statutory consultative response vis-à-vis the intended 30mph speed limit on Lang Stracht.

This had been approved at the previous meeting of the Committee on 23<sup>rd</sup> February 2010 (Article 5 of the minute refers) when the intended limit had been approved because of the distinctiveness of the circumstances, notwithstanding that it did not sit well with national guidelines. The present report featured the preliminary statutory consultative response from Grampian Police which welcomed the intended shift from the current bus gate arrangement at the location to a bus lane, but expressed reservations about the 30mph limit which in their opinion was unrealistically low.

**The Committee resolved:-**

to note the responses and to request the officials to proceed to substantive statutory advertisement.

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## **28 ROADS TRANSPORT RELATED BUDGET PROGRAMMES**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which presented the proposed Roads and Transportation programme for 2009/2010 from the approved Revenue and Capital Budgets, together with a provisional list of programmes for 2011/2012, and requested the Committee to approve the specific schemes where detailed and the budget headings for the remainder.

The ten appendices, detailed below, set out the proposed programme of works which would be funded through the approved Capital budgets of the Council together with linkages to the neighbourhood community action plans.

Appendix A - the proposed ITS Capital Programme for 2010/2011 including estimated costs - £400,000;

Appendix B - the proposed street lighting programme 2010/2011 - £300,000;

Appendix C – the proposed Cycling, Walking, Safer Streets programme - £365,000;

Appendix D – the proposed traffic safety programme - £150,000;

Appendix E – the capital footway programme 2010/2011 - £532,000;

Appendix F – the carry forward footway programme 2009/2010;

Appendix G – the footpaths reserve list;

Appendix H – the capital works resurfacing programme 2010/2011;

Appendix J – the carry forward programme from 2009/2010;

Appendix K – the resurfacing works reserve programme; and

Appendix L - the road condition index.

### **The Committee resolved:-**

- (i) the schemes listed in the appendices as detailed proposals for expenditure within budget headings;
- (ii) to instruct appropriate officials to implement detailed programmes;
- (iii) that officers amend the programme in consultation with local members should priorities change throughout the year;
- (iv) where traffic legislation was necessary, to instruct the appropriate officials to progress the necessary legal procedures, and that, where no significant objections had been received at the stage of preliminary statutory consultation, to move to public advertisement and report;
- (v) to grant approval to appropriate officers to award contracts on receipt of a valid tender submission subject to necessary funding in the approved revenue and capital budget;
- (vi) to request officers to advise members, by email, which Gladstone Place and Victoria Street within the city were proposed within the programme; and

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- (vii) to delay the expenditure of the £30,000 budget for the implementation of cycle lanes through all traffic islands – Item No. 7500 within the CWSS Proposed programme of works for 2010/2011, until the legality position vis-à-vis using the distinctive pinkish tar used for certain junction markings had been clarified.

## **29 ROADS ASSET MANAGEMENT PLAN - EPI/10/111**

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which presented the progress on the production of an Asset Management Plan for the Council, which was being produced in accordance with a nationwide project by the Society of Chief Officers for Transportation in Scotland (SCOTS).

An overview of the financial position of the roads maintenance budget over recent years was provided. It was highlighted that this budget had been declining whilst the amount of road had been increasing, and therefore concluded that the roads maintenance had been significantly underfunded for at least the last 20 years. In light of this position it was advised that Roads Asset Management presented a best value approach to the safeguarding of the most value and vital asset in the Council's remit and without which the City would not be able to support its economic wellbeing. The methodology of property management was applied in this engineering context to ensure the various assets which the Council was responsible for were managed and maintained in as cost effective manner as possible to make best use of limited resources. Experience of this approach in other areas has shown that savings of 5% in roads maintenance budgets could be achieved. However, it was emphasised that whilst this approach could lead to more effective use of funds underfunding of budgets would still fail to achieve results expected by citizens and road users.

Details of the methodology used by the Plan was outlined wherein it was advised that the assets would be identified, quantified and valued at Gross Replacement Cost, (GRC). The approach, which had been recommended by Cipfa, and approved by the Treasury, represented a fundamental re-evaluation of the Council's transportation assets resulting in an upward re-appraisal of the assets book value by an order of magnitude. The current asset value calculated on historical investment was close to £100 million whilst the value calculated on the GRC basis was nearly £1000 million.

In terms of the current status of the implementation of the plan, it was advised that a project under the stewardship of SCOTS and in partnership with EXP Consulting had been developed to establish a common approach for all the authorities across the

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country and to seek best practice methods for providing a methodology that was fully fit for purpose and met the expectations of transport users as expressed through their elected representatives. By the end of the project, the approach would have been integrated into the Council's Roads Management function and would represent the basic tool not merely for reporting the annual budget process but for carrying out all aspects of Roads Management and Maintenance. Appendix 1 to the report provided an indication of the current state of progress with the SCOTS project.

Finally, with regards moving forward, it was advised that local authorities were to submit their rudimentary drafts for discussion and comparison at the workshops with a view to completing all Council's Plans to a comparable format; it was anticipated that a further report would be submitted in early 2011 informing the Council of progress with the Plan and presenting the first full draft as a method for establishing and evaluating the budget for Roads Maintenance. By the Autumn of 2011, the Plan should be finalized and will form the basis for the budget process for Roads Maintenance for 2012/13.

**The Committee resolved:-**

to note the content of the initial draft Roads Asset Management Plan and to continue to participate in the SCOTS project.

### **30 NEWHILLS ROADS IMPROVEMENTS**

With reference to 48 of the minute of the meeting of the former Resources Management Committee of 4 December 2007, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an update on the progress of the Newhills Road Improvements – Phase 2b Project - and sought support for the resources necessary to progress the scheme to completion.

By way of background the report provided an overview of the scheme wherein it was advised that the Newhills Road Improvements (Phase 2b Project) had been separated into three parts, which would be undertaken in two phases. Phase one of the scheme, which had been completed in September 2005, had involved the widening the C89C on its approach to the junction with the C88C, improving the junction, and widening the C88C to the limits of Council owned land in the vicinity of Newhills House.

In terms of the remaining aspects of the scheme it was advised that, due to difficulties in securing land, it had not been possible to implement the works at that time. In order to resolve this issue and progress the scheme the former Environment and

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Infrastructure Committee at its meeting on 22 March 2007 (article 5 of that minute refers) had approved the compulsory purchase of the land required for the Scheme to improve Newhills Road (Phase 2B) and instructed the City Solicitor to draft the necessary Compulsory Purchase Order in that regard. The Scottish Government in November 2009, had approved the "Aberdeen City Council (Newhills Road Phase 2B) Compulsory Purchase Order 2007" and officers were proceeding with the purchase arrangements.

With regard to the road improvements, it was advised that, in order to reduce costs, the length of the road improvement originally presented had been reduced by fifty metres (as shown on the plan attached to the report). Based on the revised proposal the estimated cost of completing the project was £95,000. At present there was no financial provision in the Non-housing Capital Plan for this project, and as such it was recommended that the report be referred to the Finance and Resources Committee for that Committee to consider the scheme relative to the Council's priorities and available capital funding. If funding for the scheme was allocated in the current financial year the scheme could commence on site later this year.

**The Committee resolved:-**

- (i) that it was desirable to progress the scheme to completion subject to finances being available; and
- (ii) to refer the report to the next meeting of the Finance and Resources Committee on 11 May 2010, to consider the scheme relative to the Council's priorities and available capital funding.

**31 PROGRESS REPORT FOR THE GREEN TOWNSCAPE HERITAGE INITIATIVE, PUBLIC REALM STREETSCAPE WORKS - EPI/10/100**

With reference to article 32 of the minute of the meeting of the Finance and Resources Committee of 11 March, 2010, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which advised on the progress of works at the Green Townscape Heritage Initiative, Public Realm Streetscape Works.

The report advised that although initial progress was slower than anticipated, following extensive discussions between the contractor and the Council, progress had now reached an acceptable level and substantial completion should be achieved in July 2010, approximately six weeks later than originally planned as a result of the initial slow

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progress and the extreme winter conditions. A summary programme for the scheme was attached for the information.

In terms of the temporary traffic management arrangements, it was advised that such arrangements were routinely monitored by Council staff. As a result of this and comment from the public and local businesses, various issues had been identified with the Contractor's handling of this matters, such as inadequate signing, some areas of the works not being adequately barriered off and concerns over temporary footway surfaces. It was highlighted that not all of the issues were attributable to the contractor and there had also been instances of third parties moving cones and other traffic management items and this was compounding the traffic management problems.

Finally an overview of the means of communication which were currently in place to ensure that all interested parties (internal and external), were kept up to date on the progress of the streetscape works was provided.

**The Committee resolved:-**

to note the contents of the report.

**DECLARATION OF INTEREST**

**Prior to considering the following article Councillor Corall declared an interest in the subject matter by virtue of his son's employment. Councillor Corall withdrew from the meeting.**

**32 CONTRACTORS PERMIT SCHEME - EPI/10/097**

With reference to article 18 of the minute of Enterprise, Planning and Infrastructure Committee of 12 January 2010, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which advised on the proposed detail of the contractors permit scheme recommended by the Controlled Parking Working Group and based on a variation of the system operated by the City of Edinburgh Council.

A detailed background to the proposed introduction of contractors' parking permits, which had originated from a motion by Councillor Donnelly, was provided wherein an overview of discussions to date by this Committee and the Controlled Parking Working Group.

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In terms of the scheme operated by the City of Edinburgh, it was highlighted that there were a number of potential benefits for the adoption of this scheme, and that that the Working Group had supported the implementation of such a scheme in Aberdeen, with the exception of the following recommended deviations. Firstly, that the cost of £50 per month, rather than £100 was a more acceptable charge, particularly when considered in respect to smaller businesses and the self-employed. Secondly, that the requirement for a liveried vehicle was considered unduly restrictive as a significant number of tradesmen within the city did not use liveried vehicles. Finally, that the requirement to pay business rates to qualify for a permit could disadvantage the self employed. In light of the recommended deviations suggested by the Working Group, it was proposed that contractors' permits in Aberdeen be non-vehicle specific and that businesses be able to transfer permits between vehicles as and when necessary. If approved the business would be placed on an approved register and would not be required to demonstrate their requirement on every application. Registered businesses would be able to purchase either monthly permits when required at the cost of £50 per month or annual permits at £550 per year.

The difficulties anticipated with the introduction of the proposed scheme were highlighted. Enforcement and administrative burdens were two of the main difficulties. In order to minimise the administrative burden it was recommended that contractors should prove their eligibility in relation to "qualifying trades" as detailed in the report. The list was not exclusive and closely related trades might also be considered.

In addition, it was advised that whilst it was difficult to assess whether a company must operate directly from a vehicle on every occasion, it was proposed that the City Wardens could, at their discretion, request post dated evidence that a permit was being used appropriately. On such occasions companies must be able to demonstrate within 24 hours that their permits had been used for the purpose of operating within a parking zone. Failure to comply could result in permits being cancelled, and in the company being removed from the register permanently.

Finally the report advised that a consideration must be given to the operation times of the scheme and the entitlement given by the contractors' permits. In terms of the operating period it was proposed that scheme allow contractors to use permits between 9.00am and 4.30pm, these being the hours when residential parking demand was at its lowest. Parking on waiting restrictions could not be justified, but permits would apply in both residential and pay and display bays.



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**The Committee resolved:-**

- (i) that the contractors permit scheme be implemented for a trial year on the following basis:-
- (a) A monthly permit system;
  - (b) Participating vehicles need not be liveried;
  - (c) No requirement for that businesses should be paying business rates;
  - (d) The trade must be one of, or related to one of, the trades in the list of qualifying trades detailed in the report, and must be able to demonstrate a requirement to operate from a vehicle;
  - (e) Applicability in both the residential and pay and display bays, but only between 9.00am and 4.30pm;
  - (f) A review after one year of operation (and indications of abuse monitored); and
- (ii) the monthly charge of £50 a month and £5550 a year (per permit), and that this be referred to the Finance and Resources Committee for approval, on the basis of a years trial.

**DECLARATION OF INTEREST**

**Councillor Allan declared an interest in the subject matter of the following article by virtue of being a blue badge holder. Councillor Allan did not consider it necessary to withdraw from the meeting.**

**33 DISABLED PERSONS' PARKING PLACES (SCOTLAND) ACT 2009 IMPLEMENTATION UPDATE - EPI/10/113**

With reference to article 17 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 1 September, 2009, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an update on the implementation of the Disabled Persons Parking Places (Scotland) Act 2009, in particular tackling fraud or abuse in relation to the Blue Badge Scheme, streamlining the application process and the enforcement of off-street Disabled Person's Parking Places.

Firstly, in relation to disabled persons parking places and traffic orders, the report reminded members that one of the principle concerns about the legislation related to the requirement for traffic orders to be processed for a Disabled Persons' Parking

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Place; this had significant cost and resource implications for the Council. Through the Society of Chief Officers for Transportation in Scotland (SCOTS), local authorities were working with the Scottish Government and the Department for Transport with respect to a solution that would not involve a traffic order or the lengthy consultation process, similar to Bus Stop Clearways. At the time of previously reporting to Committee, there was an expectation that the matter would have been resolved swiftly, however the Department for Transport had advised SCOTS that the issue of an updated Traffic Signs Regulations and General Directions had been delayed. Therefore a future report would be submitted when this matter was resolved. Until that time any new spaces would be implemented through the specified traffic order process. In addition at present the physical design on the new spaces was expected to comprise a yellow box with the word 'Disabled' and a wheelchair logo.

Secondly, regarding fraud/abuse of the Blue Badge Scheme and the Disabled Persons Parking Places, it was advised that the implementation of the new legislation provided an opportunity to develop the Council's policy with regards to detection and prosecution of fraud and abuse. It was highlighted that the new legislation might actually make abuse and fraud more attractive as spaces that were previously personalised would be open to anyone who displays a badge. At present there were currently around 10-20 registered complaints per year with respect to Blue Badge fraud or abuse and 70 names on an abuse register. At present training was provided to the Council's City Wardens in this respect, however they had a wide range of responsibilities and were limited in the capacity of their resources to undertake significant levels of enforcement. Therefore it was difficult for them to systematically detect any fraud or abuse. It was therefore proposed to develop a suitable policy, recognising the new legislation, in conjunction with key stakeholders who would be integral in effectively tackling fraud or abuse with a view to adapting it to be implemented in the City. A further report would be submitted on the proposed policy and what it would mean in terms of resourcing.

A further requirement of the Act was to have started procedures for traffic orders for off-street spaces by October 2010. Given the obvious resource challenges with regards to identifying and then contacting all landowners of such spaces, it was proposed to advertise, via public notice, asking interested land owners to contact the Council with respect to the formalisation of their blue badge parking spaces. It was further proposed to liaise with representatives of Blue Badge holders, particularly the Disability Advisory Group, to identify any establishments or particular locations where they felt the Council should contact the relevant person or entity directly with a view to making them aware of the opportunity for the blue badge spaces to be made enforceable. As agreement with landowners was reached, such places would form part of a future list for a draft traffic order.

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With regard to the new application process, charges and administrative matters for the implementation of the Act, it was advised that once a decision had been made upon the final design of the spaces, new or renewal applications which were approved for a badge and space would be implemented where financial resources allowed. Existing places that are of the currently personalised type would be updated upon renewal (currently every 3 years).

Finally, it was advised that officers expected that with the implementation of the legislation there would be pockets of streets where the potential demand from blue badge holders will affect the availability of parking for other residents. This was further complicated by the need to consider whether a blue badge holder with a driveway or indeed a person who had no car should be eligible. Further work to develop a robust policy on these issues was required. As such, it would be intended that representatives of the Disability Advisory Group would be offered the opportunity to participate in such a review and this would be reported along with other outstanding after the summer recess. As any policy would influence the content of any traffic orders to introduce the spaces a full list of proposed new places would be brought back to members after the summer recess and in time to meet the deadlines set within the 2009 Act.

**The Committee resolved:-**

- (i) to request officers to develop and consult on a policy and process with respect to detection and prosecution of fraud and abuse of the Blue Badge Scheme, and report back to the Enterprise, Planning and Infrastructure Committee with views of stakeholders and the potential resource implications of this and the implementation of the new legislation;
- (ii) to request officers to advertise, via public notice, requests for private land owners to notify the Council that they wished to create statutory Disabled Persons' Parking Places within their establishments or off-street parking areas;
- (iii) to request officers to directly contact persons or entities suggested by representatives of Blue Badge holders, particularly the Disability Advisory Group, with regards to off-street parking spaces in relation to resolution (ii) detailed above;
- (iv) to note the progress to date on streamlining the application process and implementation of the increased charges for Blue Badges;
- (v) to request officers to develop a policy with respect to the proportion of kerbside parking for the Disabled Persons' Parking Places, in consultation with the Disability Advisory Group, and to report back to the Enterprise, Planning and Infrastructure Committee with a formal proposal;

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- (vi) to request officers to report back to the Enterprise, Planning and Infrastructure Committee, following the summer recess, with an update on the ongoing discussions with regards to the standardisation of the design of the places and implementation of a traffic order for on and off-street places; and
- (vii) to request officers to advise the Committee, by email, of how long an individuals name would remain on the abuse register.

**- COUNCILLOR DEAN, Convener.**